

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF MAY 1, 2014**

**A. CALL TO ORDER/ROLL CALL:**

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on May 1, 2014. Board President Calvin Harwood called the meeting to order at 6:03pm.

**ROLL CALL:**

Trustees Present: Calvin Harwood, Shannon Ford, Cecelia Gillespie, Tina Tineo, and Meagen Hedley.

Administrators Present: Joan Potter, Lorre Stange and Tim Henry.

Student Representative: Heaven Gunter.

**B. PUBLIC INPUT re CLOSED SESSION ITEMS:** No public input regarding closed session items.

**C. CLOSED SESSION AGENDA:**

**CS-1: CONFERENCE WITH LABOR NEGOTIATOR:**

Name of Agency Negotiator: Superintendent

Name of Organization Representing Employees: CSEA

**CS-2: CONFERENCE WITH LABOR NEGOTIATOR:**

Name of Agency Negotiator: Superintendent

Name of Organization Representing Employees: LVTA

**CS-3: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

*(No Additional Information Required)*

**D. ANNOUNCEMENTS FROM CLOSED SESSION:** None.

**E. PATRIOTIC OBSERVANCE:** Board President Calvin Harwood led the Pledge of Allegiance to the flag.

**F. ACCEPTANCE OF AGENDA:**

- **Motion** to remove item L5 for Rock Mosaic and approve the amended Agenda by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

**G. CORRESPONDENCE:** Mrs. Potter shared a letter from Samantha Travis regarding Deciles 1-3 Schools Assignment Monitoring.

**H. PUBLIC INPUT:** Paul Joens-Poulton thanked the Board for their continued support and encouragement.

## I. REPORTS AND COMMENTS:

### Superintendent's Report:

Mrs. Potter shared that she recently completed a WASC visit at Fortuna High School. During her visit she saw many similarities between their programs and ours and several additional opportunities that she would like to incorporate into our school. In particular, Mrs. Potter shared that she would like to move forward with developing an agriculture program (with animals) at the high school. Next, Mrs. Potter shared that the District recently attended a job fair at Sonoma State University to look for new teacher hires. Currently the district is looking for 4 elementary school teachers, a special education instructor and a Title I Intervention Specialist. Lastly, Mrs. Potter thanked the community and staff for the continued support and involvement during the many spring festivities.

The following reports were given:

Elementary Principal	High School Principal	Healthy Start – No Report
LES/LMS Site Council	LHS Site Council	DAC
Student Representative	LVTA	CSEA

## J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

## K. ACTION:

### K.1. Students of the Month

- Mr. Henry presented the April Student of the Month, Devin McCaffrey, for Laytonville High School, and introduced his family.
- **Motion** to recognize Devin McCaffrey as the Student of the Month by Shannon Ford, seconded by Tina Tineo, unanimously approved.

### K.2. Odyssey of the Mind Presentation

- Mat Paradis and Corina Rice, Odyssey of the Mind Coordinators, presented participation awards to each Odyssey of the Mind team member.

### K.3. Resolutions No. 449 and 450 for Classified Employee's Week and Teacher Appreciation Day

- May is the traditional month for honoring school employees. The Governing Board has asked that the District recognize the hard work, dedication and caring all staff provide to the students of our community.
- Resolution No. 449 recognizes the District's classified staff and declares the week of May 18-24 to be Classified Employees Week.
- Resolution No. 450 recognizes the District's teachers and declares Tuesday, May 6 as Teacher Appreciation Day in the Laytonville Unified School District.
- **Motion** to adopt Resolution No. 449 recognizing Classified Employee's Week and Resolution No. 450 recognizing Teacher Appreciation Day by Meagen Hedley, seconded by Tina Tineo, unanimously approved.

#### K.4. Resolution No. 451 for Participation in Staywell Health Plan JPA

- Laytonville Unified School District, like most others in the County, belongs to a health plan consortium known as the Staywell Health Plan JPA (Joint Powers Agreement). Staywell sets the policies and plan benefits and negotiates with Blue Shield for the member districts. This is the fifth year that Staywell and its Districts are self-funded. This means the District's own premiums pay for the members' claims, although claims which exceed \$175,000 are paid by a secondary insurance fund.
- Resolution No. 451 provides for the District's continued participation in the JPA.
- **Motion** to adopt Resolution No. 451 for Participation in Staywell Health Plan JPA by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

#### K.5. Resolution No. 452 for Continued Placement of Community Day School at Old Laytonville High School Facility

- EC 48661 Provides for the placement of a Community Day School on a school campus if authorized by the local Board of Education with an appropriate resolution. The District moved CDS from the Garden Club location in August of 2006 because it was not financially feasible to remain there any longer. There are not many public or private meeting spaces in rural and remote locations such as Laytonville and those that exist do not have space for a school.
- The CDS location is the former Continuation High School building at the old high school campus. CDS students access their building from east of the old campus and Continuation students access their building from west of the old campus and they are separated by buildings and fences.
- Resolution No. 452 provides the findings supporting the relocation. The Board must annually approve the resolution, unless a suitable off campus facility is obtained in future years.
- **Motion** to adopt Resolution No. 452 for Continued Placement of Community Day School at Old Laytonville High School Facility by Meagen Hedley, seconded by Tina Tineo, unanimously approved.

#### K.6. Superintendent's Small District Waiver for Community Day School

- Part of the District's Local Control Funding Formula funds may be used for the Community Day School. The CDS has provided a necessary component of the District's instructional program. Staff offer a highly structured and nurturing learning environment for at-risk students with behavioral issues, as well as for students who have been expelled from the district. Most of its alumni have been able to successfully return to the regular program after their stay. Despite the fact that the District does not have any students enrolled for the 2013-14 school year it would still like to be prepared if the school is needed for the 2014-15 school year.
- The State requires that the attached funding waiver be submitted for approval.
- **Motion** to authorize the Superintendent to submit the Superintendent's Small District Funding Waiver for Community Day Schools by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

#### K.7. Approval of 2014-15 Instructional Minutes for Laytonville School District

- The State requires minimum instructional minutes for each grade level. The Board reviewed the proposed instructional minutes schedules for 2014-15.
- **Motion** to approve the 2014-15 Instructional Minutes Schedules for LES, Spy Rock, Branscomb, CDS, Continuation High School and LHS by Shannon Ford, seconded by Meagen Hedley, unanimously approved.

### **L. DISCUSSION / ACTION:**

#### L.1. BP and AR 5142.2 for Safe Routes to School Program, First Reading

- Alison Pernell has been working on the Safe Routes to School Program with County Public Health. Putting school policies in place regarding safe routes is part of this work. Currently, the District doesn't have a policy.
- Alison Pernell shared that May 7, 2014 will be Walk and Bike to School Day. There will also be a 2-hour bike safety training for the 4<sup>th</sup> and 5<sup>th</sup> grade students that afternoon.
  - The current funding for this project runs out next month, however the organization has been awarded 3 more years of additional funding through Cycle Kids. This grant will include more bike training for the 4<sup>th</sup> and 5<sup>th</sup> grade students, as well as a bike fleet that will be shared with Round Valley Elementary School.
  - Continuation of this program after the funding has run out is expected to occur through Board Policy.
- The Board discussed the possibility of a bike maintenance program to teach student's bike mechanics. The Cycle Kids grant may be an opportunity to help incorporate this into the community.
- Additionally, the Board discussed the importance of developing safer routes for students to walk, bike, and "roll" near the district's campuses. This policy would help to move this initiative further.
- **Motion** to Review the attached BP and AR 5142.2 and bring back to the June Board Meeting for a second reading and approval by Tina Tineo, seconded by Cecelia Gillespie, unanimously approved.

#### L.2. Farm to School Grant

- The District has applied for a Farm to School grant. The goals of the grant include the development of garden and nutrition education, increasing the number of locally procured foods, increasing the amount of food grown in school gardens and increasing the amount of fresh, local food served in our cafeteria.
- Mrs. Potter thanked Mat Paradis, Food Service Director, for his energy and hard work in helping to bring the Farm to School program to the District's School Lunch Program by actively developing new systems and menus to incorporate local and organic foods.
- **Motion** to approve the Farm to School grant application by Shannon Ford, seconded by Meagen Hedley, unanimously approved.

### L.3. CSEA Chapter 80 Contract Reopener, 2014

- The California School Employee's Association Laytonville Chapter 80 (CSEA), in accordance with Article I Section B; intend to alter or amend the following article as indicated and present proposals for public discussion in accordance with Government Code § 3547:
  - **Article VI – Pay and Allowances**
  - CSEA's interest include to add, update, improve and expand current language, to include a salary increase.

### L.4. LUSD Contract Reopener with CSEA, 2014

- The District's Initial proposals for the 2013-15 collective bargaining contract reopener with the California School Employee's Association Laytonville Chapter 80 are listed below.
  - **District's Initial Proposals:** The District wishes to negotiate regarding the following sections from The CSEA contract:
    - Article VI – Pay and Allowances
  - **Motion** to adopt the District's Initial Proposals by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

### L.5. Student Project – Rock Mosaic

- Removed from Agenda

### L.6. Local Control Accountability Plan

- The Local Control Accountability Plan (LCAP) is the required accountability planning document under the new model of the Local Control Funding Formula (LCFF). Since the last board meeting Mrs. Potter shared that she had met with the P-12 staff, Healthy Start, the District Advisory Committee, CSEA, and the English Language Learner Parent Group to get input for the LCAP. In addition, the School Site Councils have been providing input.
- Highlights – recruiting and retaining teachers to maintain stability and consistency; the importance of staff development; positive behavior program at the middle school; attendance; parent involvement; Career Tech Ed

### L.7. Selection of Bond Counsel

- Michael Riemenschneider shared the District's progress in regards to Facilities Modernization funding:
  - The District's volunteer phone polling group has reached 106 voters to date. Of these, roughly 70% were in favor of the proposed bond.
  - Highlights include:
    - Currently the results may be skewed negatively as the population reflected within it are the older population who tend to have lower involvement with the schools
    - Overall, the community's priorities tend to reflect the Board's priorities

- The current findings suggest that overall, the community will be primarily in support of a bond
- Next steps:
  - Hire legal counsel to draft the resolution to call the election.
- **Motion** to authorize the Superintendent to initiate the process of selecting a bond counsel by Tina Tineo, seconded by Cecelia Gillespie, unanimously approved.

## **M. INFORMATION ITEMS:**

### M.1. Title VII Indian Ed. Formula Grant Applications

- Ms. Stange presented information regarding the Title VII Indian Ed. Formula Grant Application.

### M.2. Facilities

- As part of the requirements for demolition of the old gym the District had an assessment of asbestos conditions. There was some asbestos found in the mastic used for the flooring. The demolition can continue, however, the District needs to ensure that the contractor it hires has an asbestos abatement license. On May 2, 2014 at 10:00 am contractors will be coming to look at the gym in order to prepare estimates for the District.

## **N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: None.**

**O. COMMENTS FROM THE BOARD:** Meagen Hedley thanked Michael Riemenschneider for his presentation. Cecelia Gillespie shared how much she enjoyed watching the fashion show at the high school last month. Shannon Ford thanked LVTA for the supervisor night that they sponsored. Calvin Harwood thanked Michael for his presentation and shared his excitement for the upcoming bond. Mrs. Potter thanked all meeting attendees for their continued support.

## **P. ADJOURNMENT:**

**Motion** to adjourn the meeting by Shannon Ford, seconded by Meagen Hedley, unanimously approved. The meeting was adjourned at 8:59pm. The next regular meeting will be held on June 5, 2014.

Respectfully submitted,

Adopted as Final  
June 5, 2014

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Joan Viada Potter  
Secretary to the Board

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Shannon Ford  
Clerk of the Board

**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**PERSONNEL ASSIGNMENT ORDER #11 2013-14**

June 5, 2014

<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>			
<u>Certificated Resignation</u>			
Luis, Nancy (Retiring)	Teacher	Tenured	06/13/2014
Rice, Corina	Teacher	Tenured	06/13/2014
<u>Certificated Layoff</u>			
<u>Certificated Leave of Absence:</u>			
<u>Certificated Transfer</u>			
<u>Classified Appointment</u>			
<u>Classified/Confidential Appointment</u>			
<u>Classified Resignation</u>			
<u>Classified Layoff</u>			
<u>Coaching Positions</u>			





**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**REVOLVING CASH FUND #11 2013-14**

June 5, 2014

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
04/29/2014	2023	U.S.P.S.	Postage	\$147.00
05/06/2014	2024	U.S.P.S.	Postage	\$18.95
05/13/2014	2025	Cindy Gunter	Payroll Advance	\$200.00
05/20/2014	2026	U.S.P.S.	1 Year Box Rental	\$204.00
05/21/2014	2027	Kandice Golightly	Return of Deposit	\$800.00
05/21/2014	2028	U.S.P.S.	Postage	\$3.30



# LAYTONVILLE UNIFIED SCHOOL DISTRICT

## WARRANT LIST

June 5, 2014

APY250 H.02.09		MENDOCINO COUNTY SCHOOLS COMMERCIAL WARRANT REGISTER FOR WARRANTS DATED 05/01/2014				04/30/14 PAGE 1	
DISTRICT: 48 LAYTONVILLE UNIFIED BATCH: 0073 JB							
WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU RESO P OBJE SCH GOAL FUNC DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14708024	000197/	ADMINISTRATIVE SRV CORP					
		PO-019302	1. 68-0000-0-5600-001-0000-6000-0000			DENTAL	159.00
		2. 69-0000-0-5600-001-0000-6000-0000				VISION	81.00
			WARRANT TOTAL				\$240.00
14708025	004805/	ASBESTOS SCIENCE TECHNOLOGIES					
		PO-019644	1. 40-0000-0-5800-001-0000-8100-0000			10305	2,039.71
			WARRANT TOTAL				\$2,039.71
14708026	006084/	ATI					
		PO-019582	1. 40-0000-0-5600-001-0000-8100-0000			6485700367-01	118,366.67
			WARRANT TOTAL				\$118,366.67
14708027	002129/	BAY WEST SUPPLY INC					
		PO-019641	1. 01-0000-0-4300-001-0000-8200-0000			296635	2,366.39
			WARRANT TOTAL				\$2,366.39
14708028	000231/	BLUE SHIELD OF CALIFORNIA					
		PO-019303	1. 01-0000-0-9514-000-0000-0000-0000			F05082, F05091	8,703.52
			WARRANT TOTAL				\$8,703.52
14708029	002727/	BRANSCOMB STORE					
		PO-019339	1. 01-0000-0-5600-008-1110-1000-0000			#13-MAY 2014 RENT	700.00
			WARRANT TOTAL				\$700.00
14708030	005991/	IRA CAUGHNOR III					
		PV-140307	01-7240-0-5800-001-7110-3600-0000			4/21 - 4/25	526.40
			WARRANT TOTAL				\$526.40
14708031	001793/	CLOVER STORNETTA FARMS INC.					
		PO-019622	1. 13-5310-0-4700-001-0000-3700-0000			100035408	168.68
		1. 13-5310-0-4700-001-0000-3700-0000				100036852	214.36
			WARRANT TOTAL				\$383.04
14708032	006071/	SARA GAMBLE					
		PV-140308	01-0004-0-4300-007-1110-1000-0000			REIMBURSEMENT	78.40

WARRANT REQ#	VENDOR/ADDR	NAME (REMIT) REFERENCE LN	FU RESO P OBJE SCH GOAL FUNC DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14708033	000063/		01-0729-0-5200-001-1110-1000-0000	WARRANT TOTAL		REIMBURSEMENT	108.08 \$186.48
		GEIGER'S LONG VALLEY MARKET					
		PO-019378	1. 01-3310-0-4300-001-5770-1120-0000			9032: ACCT. 1209	10.80
		PO-019411	1. 01-6012-0-4300-001-1110-4100-0000			9212, 5794: ACCT. 1221	39.81
		PO-019645	1. 40-0000-0-4300-001-0000-8100-0000	WARRANT TOTAL		3101: ACCT. 1221	68.26 \$118.87
14708034	005382/						
		JOHNSON'S CUSTOM LANDSCAPING					
		PO-019646	1. 12-6105-0-4300-002-7110-1000-0000	WARRANT TOTAL		7862	1,850.75 \$1,850.75
14708035	005749/						
		KELLEY AUTOMOTIVE					
		PO-019392	1. 01-7230-0-5800-001-0000-3600-0000			STATEMENT #111 2/25, 4/2, 4/15	222.75
		PO-019648	1. 01-7230-0-5800-001-0000-3600-0000	WARRANT TOTAL		STATEMENT #111 2/25, 4/2, 4/15	877.25 \$1,100.00
14708036	005891/						
		LONG VALLEY AUTO SUPPLY					
		PO-019313	1. 01-8150-0-4300-001-0000-8110-0000			66514	2.91
		PO-019649	1. 01-8150-0-4300-001-0000-8110-0000	WARRANT TOTAL		66514	45.63 \$48.54
14708037	000622/						
		MENDOCINO COUNTY OFFICE OF ED					
		PV-140310	01-7405-0-4300-001-1110-1000-0000			140401	1,595.25
			01-7405-0-5800-001-1110-1000-0000	WARRANT TOTAL		140401	2,312.50 \$3,907.75
14708038	000124/						
		PACIFIC GAS & ELECTRIC					
		PO-019298	1. 01-0000-0-5510-001-0000-8200-0000	WARRANT TOTAL		ACCT. 0991326276-3	6,810.14 \$6,810.14
14708039	005015/						
		RENAISSANCE LEARNING INC.					
		PO-019573	1. 01-9010-0-5800-001-1110-1000-8888			RPRNO1165453	2,055.50

WARRANT	VENDOR/ADDR REG#	NAME (REMIT) REFERENCE LN	FU RESO P OBJE SCH GOAL FUNC DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
14708040	002696/	RITCHIES FOOD SERVICE						\$2,055.50
				WARRANT TOTAL				
		PO-019379	1.	13-5310-0-4700-001-0000-3700-0000	865765			65.97
		PO-019630	2.	13-5310-0-4300-001-0000-3700-0000	865765			75.90
				WARRANT TOTAL				\$141.87
14708041	004918/	DANIEL M. ROBERTS						
		PV-140311	01-	0714-0-5800-003-1110-1000-0000			4/2-4/22 POETRY SESSIONS	840.00
				WARRANT TOTAL				\$840.00
14708042	000141/	ROUND TREE GLASS						
		PO-019640	1.	01-7230-0-5600-001-0000-3600-0000	60893			338.41
				WARRANT TOTAL				\$338.41
14708043	003078/	SOLID WASTE OF WILLITS						
		PO-019306	1.	01-0000-0-5540-001-0000-8200-0000	L26977:	ACCT. 411087		5.50
				WARRANT TOTAL				\$5.50
14708044	002582/	SPORT & CYCLE						
		PO-019472	1.	01-1100-0-4300-003-1110-4200-0000	190025			1,204.06
		PO-019572	1.	01-1100-0-4300-004-1110-4200-0000	190027			141.59
				WARRANT TOTAL				\$1,345.65
14708045	005068/	STAPLES CONTRACT & COMMERCIAL						
		PO-019642	1.	01-0000-0-4300-001-0000-2100-0000	7001191212			30.12
				WARRANT TOTAL				\$30.12
14708046	003434/	SYSCO FD SCVS OF SAN FRANCISCO						
		PO-019631	1.	13-5310-0-4700-001-0000-3700-0000	404280225			1,480.05
				WARRANT TOTAL				\$1,480.05
14708047	003411/	THRIFTY SUPPLY COMPANY						
		PO-019647	1.	14-0620-0-4300-001-0000-8110-0000	2124517-01			69.16
				WARRANT TOTAL				\$69.16
14708048	001370/	WEATHERTOP NURSERY						
		PV-140309	01-	1100-0-4300-003-1110-4200-0000			TRANSACTION #0412	13.45
				WARRANT TOTAL				\$13.45
*** BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS:	25	TOTAL AMOUNT OF WARRANTS:				\$153,667.97*
*** DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS:	25	TOTAL AMOUNT OF WARRANTS:				\$153,667.97*

WARRANT REQ#	VENDOR/ADDR REFERENCE LN	NAME (REMIT) FU RESO P OBJE SCH GOAL FUNC DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14708541	004433/	A-Z BUS SALES INC				
	PO-019638	1. 01-7230-0-4364-001-0000-3600-0000		0138169		264.94
	PO-019653	1. 01-7230-0-4364-001-0000-3600-0000 WARRANT TOTAL		0138169		317.18 \$582.12
14708542	003682/	AT&T				
	PO-019509	1. 01-0000-0-5903-001-0000-7700-0000 WARRANT TOTAL		5322793		525.81 \$525.81
14708543	005995/	BELKORP AG				
	PO-019633	1. 01-0000-0-4300-001-0000-8110-0000 WARRANT TOTAL		51168		149.14 \$149.14
14708544	005991/	IRA CAUGHNOR III				
	PV-140319	01-7240-0-5800-001-7110-3600-0000 WARRANT TOTAL		4/28-5/2		526.40 \$526.40
14708545	001804/	CDE				
	PO-019444	1. 13-5310-0-4700-001-0000-3700-0000 WARRANT TOTAL		14 SF-13946		119.60 \$119.60
14708546	003496/	CDW GOVERNMENT INC.				
	PO-019473	2. 01-0676-0-4300-003-1110-1000-0000 1. 01-0676-0-4400-003-1110-1000-0000 WARRANT TOTAL		KK60076 KL70859		103.08 572.69 \$675.77
14708547	005795/	CLEARLY MENDOCINO WATER CO.				
	PO-019421	1. 01-0000-0-5530-008-0000-8200-0000 WARRANT TOTAL		27090		7.50 \$7.50
14708548	001793/	CLOVER STORNETTA FARMS INC.				
	PO-019622	1. 13-5310-0-4700-001-0000-3700-0000 WARRANT TOTAL		100039889, 100041353		314.86 \$314.86
14708549	000063/	GEIGER'S LONG VALLEY MARKET				
	PO-019300	3. 01-0000-0-4300-001-0000-7110-0000		3077: ACCT. 1221		38.54

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 05/08/2014

APY250 H.02.09  
DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0074 JB

WARRANT REQ#	VENDOR/ADDR NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
	PO-019378	1.	01-3310-0-4300-001-5770-1120-0000								1925:	ACCT. 1209	14.72
	PO-019411	1.	01-6012-0-4300-001-1110-4100-0000								6132, 6872:	ACCT. 1221	10.05
	PO-019551	1.	13-5310-0-4700-001-0000-3700-0000								ACCT. 2004		170.71
	PO-019625	2.	01-7090-0-4300-002-1110-1000-0000								1878:	ACCT. 1205	30.96
													\$264.98
14708550	006003/		MALILA GORDON										
	PV-140320		01-0000-0-5200-001-0000-7100-0000									MILEAGE REIMBURSEMENT	140.00
													\$140.00
14708551	000083/		HOUGHTON MIFFLIN COMPANY										
	PO-019574	1.	01-7405-0-4300-001-1110-1000-0000								950349956		1,988.05
													\$1,988.05
14708552	000191/		LAYTONVILLE UNIFIED REVOLVING										
	RC-140016		01-0000-0-5904-001-0000-7200-0000									REVOLVING CASH	98.00
			13-5310-0-5904-001-0000-3700-0000									REVOLVING CASH	49.00
													\$147.00
14708553	000220/		LAYTONVILLE WATER DISTRICT										
	PO-019584	1.	01-0000-0-5530-001-0000-8200-0000									LES, LMS, LHS-AG, NEW, OLD	827.88
													\$827.88
14708554	004358/		BETTE LOFLIN										
	PV-140321		01-0000-0-5200-001-0000-7200-0000									REIMBURSEMENT	109.76
													\$109.76
14708555	005891/		LONG VALLEY AUTO SUPPLY										
	PO-019649	1.	01-8150-0-4300-001-0000-8110-0000								68022, 68051		50.36
													\$50.36
14708556	000061/		LONG VALLEY LUMBER										
	PO-019375	2.	14-0620-0-4300-001-0000-8110-0000								ACCT. 1273		284.70
	PO-019654	1.	01-0000-0-4300-001-0000-8110-0000								ACCT. 1273		249.37

WARRANT	VENDOR//ADDR REQ#	NAME (REMIT) REFERENCE LN	FU RESO P OBJE SCH GOAL.FUNC DIST	DEPOSIT TYPE	ABA NUM DESCRIPTION	ACCOUNT NUM DESCRIPTION	AMOUNT
14708557	003136/	MATHESON TRI-GAS INC					\$534.07
				WARRANT TOTAL			
		PO-019323	1. 01-7230-0-5600-001-0000-3600-0000		9085880		36.92
				WARRANT TOTAL			\$36.92
14708558	000124/	PACIFIC GAS & ELECTRIC					
		PO-019298	1. 01-0000-0-5510-001-0000-8200-0000		ACCT. 5075063012-6		50.58
		2. 01-9010-0-5510-001-0000-8200-5375			ACCT. 7979025834-1		136.64
				WARRANT TOTAL			\$187.22
14708559	001810/	BRUCE POTTER					
		PV-140322	01-0714-0-4300-003-1110-1000-0000		REIMBURSEMENT		102.35
				WARRANT TOTAL			\$102.35
14708560	001308/	JOAN POTTER					
		PV-140323	01-0024-0-5200-001-0000-7100-0000		REIMBURSEMENT		106.40
				WARRANT TOTAL			\$106.40
14708561	002696/	RITCHIES FOOD SERVICE					
		PO-019379	1. 13-5310-0-4700-001-0000-3700-0000		865797		30.20
		PO-019630	2. 13-5310-0-4300-001-0000-3700-0000		865797		112.24
				WARRANT TOTAL			\$142.44
14708562	003078/	SOLID WASTE OF WILLITS					
		PO-019306	1. 01-0000-0-5540-001-0000-8200-0000		269		791.98
				WARRANT TOTAL			\$791.98
14708563	002582/	SPORT & CYCLE					
		PO-019651	1. 01-1100-0-4300-003-1110-4200-0000		190111		235.54
				WARRANT TOTAL			\$235.54
14708564	005340/	SPRINT					
		PO-019324	1. 01-0000-0-5903-001-0000-7200-0000		CUST. 924289408		166.86
		2. 01-9010-0-5903-001-0000-2100-5375			CUST. 924289408		44.03
				WARRANT TOTAL			\$210.89



MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 05/08/2014

APY250 H.02.09  
DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0074 JB

WARRANT	VENDOR/ADDR REG#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
14708565	003434/	SYSO FD SCVS OF SAN FRANCISCO													
		PO-019631	1.	13-5310-0-4700-001-0000-3700-0000										405050336	2,162.11 \$2,162.11
14708566	003863/	XEROX CORPORATION													
		PO-019327	4.	01-0000-0-5600-001-0000-7200-0000										73870579	152.42
			2.	01-0000-0-5600-003-1110-1000-0000										73870578	353.84 \$506.26
***	BATCH TOTALS ***													TOTAL AMOUNT OF WARRANTS:	\$11,445.41*
***	DISTRICT TOTALS ***													TOTAL AMOUNT OF WARRANTS:	\$11,445.41*

APY250 H.02.09 MENDOCINO COUNTY SCHOOLS  
 DISTRICT: 48 LAYTONVILLE UNIFIED COMMERCIAL WARRANT REGISTER  
 BATCH: 0076 JB FOR WARRANTS DATED 05/15/2014

WARRANT	VENDOR/ADDR	NAME (REMIT)	REQ#	REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
14709178	005074/	EUREKA OXYGEN																
		PO-019663		1.	13-5310-0-5800-001-0000-3700-0000									WARRANT TOTAL	404994			168.04 \$168.04
14709179	005362/	FERRELLGAS																
		PO-019623		1.	01-0000-0-5520-001-0000-8200-0000										1082340942			74.33
		PO-019664		1.	01-0000-0-5520-001-0000-8200-0000									WARRANT TOTAL	1082340942			1,243.78 \$1,318.11
14709180	003655/	GRAVIER'S TIRE & AUTO																
		PO-019661		1.	01-0000-0-5600-001-0000-8200-0000									WARRANT TOTAL	1336023			23.82 \$23.82
14709181	002582/	SPORT & CYCLE																
		PO-019662		1.	01-1100-0-4300-004-1110-4200-0000									WARRANT TOTAL	192046			214.39 \$214.39
***	BATCH TOTALS ***													TOTAL NUMBER OF WARRANTS:	4		TOTAL AMOUNT OF WARRANTS:	\$1,724.36*

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 05/15/2014  
DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0077 JB

WARRANT REQ#	VENDOR/ADDR	NAME (REMIT) REFERENCE LN	FU RESO P	OBJE SCH	GOAL FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14709182	002129/	BAY WEST SUPPLY INC								
		PV-140324	01-0000-0-4300-001-0000-8200-0000				WARRANT TOTAL	297181		261.33 \$261.33
14709183	005991/	IRA CAUGHNOR III								
		PV-140326	01-7240-0-5800-001-7110-3600-0000				WARRANT TOTAL		MILEAGE REIMBURSEMENT 5/5-5/9	526.40 \$526.40
14709184	006085/	CFAITC								
		PV-140325	01-0000-0-8699-008-0000-0000-5000				WARRANT TOTAL	INV01372		230.91 \$230.91
14709185	001793/	CLOVER STORNETTA FARMS INC.								
		PO-019622	1. 13-5310-0-4700-001-0000-3700-0000				WARRANT TOTAL	100044391		187.30 \$187.30
14709186	003893/	DEVCO HEATING AND AIR								
		PO-019517	1. 14-0620-0-5600-001-0000-8110-0000				WARRANT TOTAL	36439		384.00 \$384.00
14709187	000063/	GEIGER'S LONG VALLEY MARKET								
		PO-019411	1. 01-6012-0-4300-001-1110-4100-0000				WARRANT TOTAL	2515: ACCT. 1221		19.94 \$19.94
14709188	003317/	KONNIE HAWKINS								
		PV-140327	01-0000-0-4300-002-1110-1000-2662				WARRANT TOTAL	REIMBURSEMENT		45.45 \$45.45
14709189	004464/	MENDOCINO COMMUNITY NETWORK								
		PO-019304	1. 01-0002-0-5901-001-1110-1000-0000				WARRANT TOTAL	ACCT. 3336		11.00 \$11.00
14709190	004669/	POLITICAL DATA INC								
		PO-019620	1. 40-0000-0-4300-001-0000-8100-0000				WARRANT TOTAL	79972		270.00 \$270.00
14709191	002696/	RITCHIES FOOD SERVICE								
		PO-019379	1. 13-5310-0-4700-001-0000-3700-0000				WARRANT TOTAL	865830		113.15

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 05/15/2014

APY250 H.02.09

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0077 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14709192	006067/	PO-019630	2.	13-5310-0-4300-001-0000-3700-0000								865830		80.06 \$193.21
		KATE RUPRECHT												
14709193	003078/	PV-140328		01-0676-0-4300-002-1110-1000-0000									REIMBURSEMENT	17.95 \$17.95
		SOLID WASTE OF WILLITS												
14709194	006056/	PO-019306	1.	01-0000-0-5540-001-0000-8200-0000								L27980, L27992:	ACCT. 411087	104.50 \$104.50
		TIM HURT												
14709195	004932/	PO-019451	1.	13-5310-0-4700-001-0000-3700-0000								247251		857.50 \$857.50
		WILLITS PUMP SERVICE												
		PO-019665	1.	14-0620-0-4400-001-0000-8110-0000								54134		2,128.50
			2.	14-0620-0-5600-001-0000-8110-0000								54134		340.00 \$2,468.50
***	BATCH TOTALS	***											TOTAL AMOUNT OF WARRANTS:	\$5,577.99*
***	DISTRICT TOTALS	***											TOTAL AMOUNT OF WARRANTS:	\$7,302.35*

APY250 H.02.09 MENDOCINO COUNTY SCHOOLS  
 DISTRICT: 48 LAYTONVILLE UNIFIED COMMERCIAL WARRANT REGISTER  
 BATCH: 0078 JB FOR WARRANTS DATED 05/22/2014

WARRANT REQ#	VENDOR/ADDR NAME (REMIT) REFERENCE LN	FU RESO P OBJE SCH GOAL FUNC DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14709727	005277/	AMAZON				
	PO-019576	2.	01-0000-0-4300-001-0000-8200-0000		104536460443	26.37
	1.	01-0756-0-4300-001-1110-1000-0000	WARRANT TOTAL		241736326129	160.95 \$187.32
14709728	005203/	AP EXAMS				
	PO-019600	1.	01-0676-0-4300-001-1110-1000-0000		051380	614.00 \$614.00
14709729	003755/	BUSINESS CARD				
	PV-140331	01-0000-0-4300-001-0000-7400-0000		ACCT.	4339-XXX-1997	250.98
		01-0676-0-5800-001-1110-1000-0000		ACCT.	4339-XXX-1997	152.04
		01-0714-0-5800-001-1110-1000-0000		ACCT.	4339-XXX-1997	24.00
		01-0740-0-4365-001-0000-3600-0000	WARRANT TOTAL	ACCT.	4339-XXX-1997	204.61 \$631.63
14709730	004890/	MARY K CABEZUT				
	PV-140335	01-0676-0-4300-002-1110-1000-0000	WARRANT TOTAL		REIMBURSEMENT	81.50 \$81.50
14709731	003381/	SUE CARBERRY				
	PV-140336	01-0000-0-4300-001-0000-8110-0000			REIMBURSEMENT	119.88
		01-0676-0-4300-001-1110-1000-0000	WARRANT TOTAL		REIMBURSEMENT	103.94 \$223.82
14709732	005991/	IRA CAUGHIRON III				
	PV-140332	01-7240-0-5800-001-7110-3600-0000	WARRANT TOTAL		REIMBURSEMENT	526.40 \$526.40
14709733	004590/	CLASSROOM DIRECT				
	PO-019577	1.	01-3010-0-4300-001-1120-1000-0000		208112376932	97.97 \$97.97
14709734	001793/	CLOVER STORNETTA FARMS INC.				
	PO-019622	1.	13-5310-0-4700-001-0000-3700-0000		100045706,100048753,100050162	453.74

WARRANT REQ#	VENDOR/ADDR NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
WARRANT TOTAL														\$453.74
14709735	005884/	MICHAEL DEMARTINI												
		PV-140333			01-0000-0-5800-003-1110-1000-1000								REIMBURSEMENT	427.57
					01-0676-0-5800-003-1110-1000-0000								REIMBURSEMENT	27.67
					WARRANT TOTAL									\$455.24
14709736	003893/	DEVCO HEATING AND AIR												
		PO-019517		1.	14-0620-0-5600-001-0000-8110-0000							36552		1,646.00
					WARRANT TOTAL									\$1,646.00
14709737	004873/	SUZANNE DUNHAM												
		PV-140334			01-0000-0-4300-002-1110-1000-2662								REIMBURSEMENT	65.00
					01-0676-0-4300-008-1110-1000-0000								REIMBURSEMENT	51.74
					WARRANT TOTAL									\$116.74
14709738	006086/	FOLLETT SCHOOL SOLUTIONS INC.												
		PO-019669		1.	01-5826-0-5800-002-0000-2420-0000								QUOTE #6805080	769.00
					WARRANT TOTAL									\$769.00
14709739	005408/	TIM HENRY												
		PV-140337			01-8150-0-4300-001-0000-8110-0000								REIMBURSEMENT	213.47
					WARRANT TOTAL									\$213.47
14709740	002503/	DENNIS HOGAN												
		PV-140338			01-0676-0-4300-003-1110-1000-0000								REIMBURSEMENT	28.09
					01-0740-0-4361-001-0000-3600-0000								REIMBURSEMENT	50.32
					WARRANT TOTAL									\$78.41
14709741	000191/	LAYTONVILLE UNIFIED REVOLVING												
		RC-140017			01-0000-0-5904-001-0000-2100-2222								REVOLVING	18.95
					WARRANT TOTAL									\$18.95
14709742	006087/	EMILY LUSCOMBE												
		PV-140339			01-0740-0-5800-001-7110-3600-0000								MILEAGE REIMBURSEMENT	141.68
					WARRANT TOTAL									\$141.68

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 05/22/2014

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0078 JB

WARRANT REQ#	VENDOR/ADDR REMIT	NAME (REMIT) REFERENCE LN	FU RESO P OBJE SCH GOAL FUNC DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14709743	001701/	AMARYLLIS MCHENRY					
		PV-140340	01-0790-0-4300-003-0000-3110-0000	WARRANT TOTAL		REIMBURSEMENT	58.26 \$58.26
14709744	000622/	MENDOCINO COUNTY OFFICE OF ED					
		PO-019676	1. 01-0000-0-4400-001-0000-7700-0000	WARRANT TOTAL		140403, 140404	4,605.94 \$4,605.94
14709745	002227/	NCS PEARSON INC.					
		PO-019575	1. 01-6500-0-4300-001-5001-3160-0000	WARRANT TOTAL		4354289	123.54 \$123.54
14709746	003629/	OFFICE DEPOT					
		PO-019652	1. 01-0676-0-4300-001-1110-1000-0000	WARRANT TOTAL		707344066001	342.79 \$342.79
14709747	001375/	RAINBOW AG					
		PO-019659	1. 01-0000-0-4300-001-0000-8110-0000	WARRANT TOTAL		5098501-00	86.48 \$86.48
14709748	002696/	RITCHIES FOOD SERVICE					
		PO-019379	1. 13-5310-0-4700-001-0000-3700-0000			865799, 865854	185.85
		PO-019630	2. 13-5310-0-4300-001-0000-3700-0000	WARRANT TOTAL		865799, 865854	47.50 \$233.35
14709749	005068/	STAPLES CONTRACT & COMMERCIAL					
		PO-019599	1. 01-0000-0-4300-003-0000-2700-0000			7001232569	294.53
		PO-019667	1. 01-0676-0-4300-001-1110-1000-0000	WARRANT TOTAL		7001224542	292.63 \$587.16
14709750	006068/	JAMIE STUTH					
		PV-140341	01-6500-0-5200-001-5770-1191-0000	WARRANT TOTAL		REIMBURSEMENT	168.00 \$168.00
14709751	003434/	SYSCO FD SCVS OF SAN FRANCISCO					
		PO-019631	1. 13-5310-0-4700-001-0000-3700-0000			405120295, 405190282	1,667.71

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 05/22/2014

05/21/14 PAGE 4

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0078 JB

WARRANT REQ#	VENDOR/ADDR	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
		PO-019678	1.	13-5310-0-4700-001-0000-3700-0000							405120295, 405190282		1,793.28 \$3,460.99
		WARRANT TOTAL											
14709752	005718/	THE WOOLERY											
		PO-019467	1.	01-0676-0-4300-003-1110-1000-0000							NR005287		109.75 \$109.75
		WARRANT TOTAL											
14709753	002298/	TIRE DISTRIBUTION SYSTEMS											
		PO-019671	1.	01-0740-0-4363-001-0000-3600-0000							851-22527		181.53 \$181.53
		WARRANT TOTAL											
14709754	006063/	VERIZON WIRELESS											
		PO-019496	1.	01-7405-0-5800-001-1110-1000-0000							9724717349		152.04 \$152.04
		WARRANT TOTAL											
14709755	001370/	WEATHERTOP NURSERY											
		PV-140342		01-0000-0-4300-001-0000-8110-0000							107640		31.93 \$31.93
		WARRANT TOTAL											
14709756	005748/	WILLITS MOBILE LOCK & KEY											
		PO-019545	1.	01-0640-0-4300-001-0000-8300-0000							2615		43.15 \$43.15
		WARRANT TOTAL											
14709757	004932/	WILLITS PUMP SERVICE											
		PO-019677	1.	14-0620-0-5600-001-0000-8110-0000							54137		684.17 \$684.17
		WARRANT TOTAL											
14709758	003863/	XEROX CORPORATION											
		PO-019557	1.	01-0000-0-5600-002-1110-1000-0000							73442053, 73870577		1,650.36 \$1,650.36
		WARRANT TOTAL											
***	BATCH TOTALS ***										TOTAL AMOUNT OF WARRANTS:		\$18,775.31*
***	DISTRICT TOTALS ***										TOTAL AMOUNT OF WARRANTS:		\$18,775.31*



# LAYTONVILLE UNIFIED SCHOOL DISTRICT MONTHLY BUDGET REPORT

June 5, 2014

48 Laytonville Unified School Dis J880

BUDGET REPORT

BDX110 H.00.30 05/28/14 14:15 PAGE

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FROM 07/01/2013 TO 06/14/2014  
UNAPPROVED TRANSACTIONS INCL

OBJECT CLASSIFICATION	APPROVED BUDGET	CUR	DATE	%	ENCUMBERED	UNENCUMBERED BALANCE	%
8000 BEGINNING BALANCE	988,447.40	0.00	0.00	.0	0.00	988,447.40	100.0
8011 REV LIMIT STATE AID - CURR YR	1,062,001.00	842,203.00	842,203.00	79.3	0.00	219,798.00	20.6
8012 EDUCATION PROTECTION ACCOUNT	499,390.00	378,190.75	378,190.75	75.7	0.00	121,199.25	24.2
8019 REV LIMIT STATE AID-PRIOR YRS	0.00	1,500.00	1,500.00	.0	0.00	1,500.00	.0
8021 HOMEOWNERS' EXEMPTION	18,680.00	9,339.77	9,339.77	49.9	0.00	9,340.23	50.0
8022 TIMBER YIELD TAX	4,302.00	3,301.43	3,301.43	76.7	0.00	1,000.57	23.2
8029 OTHER SUBVENTIONS/IN-LIEU TAX	0.00	137.41	137.41	100.0	0.00	137.41	.0
8041 SECURED ROLLS TAX	1,817,568.00	1,690,659.83	1,690,659.83	93.0	0.00	126,908.17	6.9
8042 UNSECURED ROLL TAXES	63,512.00	63,675.07	63,675.07	100.0	0.00	163.07	.0
8043 PRIOR YEARS' TAXES	1,556.00	1,909.16	1,909.16	.0	0.00	3,465.16	100.0
8044 SUPPLEMENTAL TAXES	1,228.00	1,233.29	1,233.29	100.0	0.00	5.29	.0
8045 EDUC REVENUE AUGMENTATION FUND	21,911.00	0.00	0.00	.0	0.00	21,911.00	100.0
8110 MAINTENANCE & OPER (PL 81-874)	25,000.00	19,405.82	19,405.82	77.6	0.00	5,594.18	22.3
8181 SPECIAL EDUCATION -ENTITLEMENT	73,220.00	54,844.00	54,844.00	74.9	0.00	18,376.00	25.0
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	2,400.00	2,400.00	75.0	0.00	800.00	25.0
8285 INTERAGENCY CONTRACTS BETW LEAS	0.00	0.05	0.05	100.0	0.00	0.05	.0
8290 ALL OTHER FEDERAL REVENUE	207,714.76	128,457.89	128,457.89	61.8	0.00	79,256.87	38.1
8434 CLASS SIZE REDUCTION, GRDS K-3	0.00	54.09	54.09	100.0	0.00	54.09	.0
8550 MANDATED COSTS REIMBURSEMENTS	13,833.00	13,833.00	13,833.00	100.0	0.00	0.00	.0
8560 STATE LOTTERY REVENUE	54,000.00	34,746.87	34,746.87	64.3	0.00	19,253.13	35.6
8590 ALL OTHER STATE REVENUE	201,530.00	195,072.26	195,072.26	96.7	0.00	6,457.74	3.2
8650 LEASES & RENTALS	12,500.00	10,400.00	10,400.00	83.2	0.00	2,100.00	16.8
8660 INTEREST	2,500.00	2,923.24	2,923.24	100.0	0.00	423.24	.0
8677 INTERAGENCY SERVICES BETW LEAS	110,349.12	1,700.02	1,700.02	1.5	0.00	108,649.10	98.4
8699 ALL OTHER LOCAL REVENUE	201,744.45	82,424.70	82,424.70	40.8	0.00	119,319.75	59.1
8792 TF OF APPORTIONMENT FROM COEs	224,670.69	188,325.17	188,325.17	83.8	0.00	36,345.52	16.1
TOTAL: 8xxx	5,608,857.42	3,719,918.50	3,719,918.50	66.3	0.00	1,888,938.92	33.6
1100 TEACHERS' SALARIES	1,446,069.92	1,261,140.40	1,261,140.40	87.2	0.00	184,929.52	12.7
1170 TEACHER - SUBSTITUTE	42,008.50	43,462.95	43,462.95	100.0	0.00	1,454.45	.0
1200 CERT PUPIL SUPPORT SALARIES	29,728.00	27,435.10	27,435.10	92.2	0.00	2,292.90	7.7
1300 CERT SUPERVISOR/ADMIN SALARIES	294,777.76	278,851.57	278,851.57	94.5	0.00	15,926.19	5.4
TOTAL: 1xxx	1,812,584.18	1,610,890.02	1,610,890.02	88.8	0.00	201,694.16	11.1
2100 INSTRUCTIONAL AIDES' SALARIES	250,858.51	233,529.87	233,529.87	93.0	0.00	17,328.64	6.9
2170 INSTRUCTIONAL AIDE -SUBSTITUTE	580.00	1,097.92	1,097.92	100.0	0.00	517.92	.0
2200 CLASSIFIED SUPPORT SALARIES	246,218.34	226,505.57	226,505.57	91.9	0.00	19,712.77	8.0
2250 CLASSIFIED SUPP - P.T./ADDIT'L	2,500.00	3,226.69	3,226.69	100.0	0.00	726.69	.0
2260 CLASSIFIED SUPPORT - OVER-TIME	3,500.00	3,318.37	3,318.37	94.8	0.00	181.63	5.1
2270 CLASSIFIED SUPPORT -SUBSTITUTE	4,500.00	2,804.24	2,804.24	62.3	0.00	1,695.76	37.6
2300 CLASS. SUPRVSR/ADMIN SALARIES	119,366.00	94,247.25	94,247.25	78.9	0.00	25,118.75	21.0

FROM 07/01/2013 TO 06/30/2014  
UNAPPROVED TRANSACTIONS INCLUDED

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
2400	CLERICAL,TECH,OFFICE SALARIES	196,078.38	179,819.12	179,819.12	91.7	0.00	16,259.26	8.2
2470	CLERICAL,TECH,OFFICE-SUBSTITUT	2,300.00	2,214.42	2,214.42	96.2	0.00	85.58	3.7
2900	OTHER CLASSIFIED SALARIES	8,971.56	8,164.12	8,164.12	91.0	0.00	807.44	8.9
2970	OTHER CLASSIFIED - SUBSTITUTE	420.00	135.42	135.42	32.2	0.00	284.58	67.7
TOTAL: 2xxx		835,292.79	755,062.99	755,062.99	90.3	0.00	80,229.80	9.6
3101	STRS, CERTIFICATED	137,670.46	120,947.96	120,947.96	87.8	0.00	16,722.50	12.1
3102	STRS, CLASSIFIED	0.00	194.26	194.26	100.0	0.00	194.26	.0
3201	PERS, CERTIFICATED	2,583.00	2,558.30	2,558.30	99.0	0.00	24.70	.9
3202	PERS, CLASSIFIED	84,333.48	75,763.31	75,763.31	89.8	0.00	8,570.17	10.1
3301	OASDI, CERTIFICATED	1,591.00	1,690.27	1,690.27	100.0	0.00	99.27	.0
3302	OASDI, CLASSIFIED	50,732.95	45,123.84	45,123.84	88.9	0.00	5,609.11	11.0
3311	MEDICARE, CERTIFICATED	26,228.91	22,229.38	22,229.38	84.7	0.00	3,999.53	15.2
3312	MEDICARE, CLASSIFIED	12,554.93	10,586.92	10,586.92	84.3	0.00	1,968.01	15.6
3401	HEALTH & WELFARE, CERTIFICATED	234,161.00	200,825.13	200,825.13	85.7	0.00	33,335.87	14.2
3402	HEALTH & WELFARE, CLASSIFIED	260,736.11	216,602.40	216,602.40	83.0	0.00	44,133.71	16.9
3501	UNEMPLOYMENT INS, CERTIFICATED	948.80	738.90	738.90	77.8	0.00	209.90	22.1
3502	UNEMPLOYMENT INS, CLASSIFIED	501.77	364.23	364.23	72.5	0.00	137.54	27.4
3599	SUI - NO BENEFIT MAP	0.00	208.50	208.50	100.0	0.00	208.50	.0
3601	WORKERS' COMP, CERTIFICATED	83,607.43	74,176.95	74,176.95	88.7	0.00	9,430.48	11.2
3602	WORKERS' COMP, CLASSIFIED	39,594.81	35,334.31	35,334.31	89.2	0.00	4,260.50	10.7
3701	OPEB ALLOCATED CERTIFICATED	25,052.00	20,482.15	20,482.15	81.7	0.00	4,569.85	18.2
3702	OPEB ALLOCATED CLASSIFIED	2,400.00	2,985.00	2,985.00	100.0	0.00	585.00	.0
3901	OTHER BENEFITS, CERTIFICATED	22,000.00	23,100.00	23,100.00	100.0	0.00	1,100.00	.0
3902	OTHER BENEFITS, CLASSIFIED	500.00	1,000.00	1,000.00	100.0	0.00	500.00	.0
TOTAL: 3xxx		985,196.65	854,911.81	854,911.81	86.7	0.00	130,284.84	13.2
4100	APPRVD TEXTBOOKS/CORE CURRICULA	20,700.00	18,019.88	18,019.88	87.0	22.34	2,657.78	12.8
4300	MATERIALS & SUPPLIES	153,263.66	112,173.33	112,173.33	73.1	6,580.69	34,509.64	22.5
4361	FUEL - GASOLINE,DIESEL	23,000.00	27,814.86	27,814.86	100.0	933.32	5,748.18	.0
4362	TRANSP - OIL,GREASE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4363	TIRES & ACCESSORIES	1,500.00	1,727.32	1,727.32	100.0	219.05	446.37	.0
4364	REPLACEMENT PARTS	3,500.00	3,409.67	3,409.67	97.4	273.65	183.32	.0
4365	TRANSP - OTHER SUPPLIES	500.00	478.86	478.86	95.7	0.00	21.14	4.2
4400	NON-CAPITALIZED EQUIPMENT	41,826.44	11,479.52	11,479.52	27.4	0.00	30,346.92	72.5
TOTAL: 4xxx		244,790.10	175,103.44	175,103.44	71.5	8,029.05	61,657.61	25.1
5200	TRAVEL & CONFERENCES	28,460.67	18,972.14	18,972.14	66.6	0.00	9,488.53	33.3
5300	DUES & MEMBERSHIPS	2,194.00	2,118.73	2,118.73	96.5	0.00	75.27	3.4
5450	OTHER INSURANCE	44,874.00	44,874.00	44,874.00	100.0	0.00	0.00	.0
5510	LIGHTS & POWER	96,500.00	85,189.84	85,189.84	88.2	11,402.22	92.06	.0



FROM 07/01/2013 TO 06/30/2014  
UNAPPROVED TRANSACTIONS INCLUDED

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
5520	HEATING FUEL	51,200.00	47,088.19	47,088.19	91.9	3,411.81	700.00	1.3
5530	WATER & SEWER	21,600.00	23,096.27	23,096.27	100.0	1,703.73	3,200.00-	.0
5540	WASTE DISPOSAL	14,050.00	13,017.19	13,017.19	92.6	1,097.85	65.04-	.0
5600	RENT,LEASES,REPAIR NON CAP IMP	51,569.07	43,848.39	43,848.39	85.0	5,598.02	2,122.66	4.1
5750	TRANSFR DIRECT COSTS-INTERFUND	5,000.00-	0.00	0.00	100.0	0.00	5,000.00-	.0
5800	PROFES'L/CONSULTG SVCS/OP EXP	281,590.43	100,682.26	100,682.26	35.7	4,009.71	176,898.46	62.8
5801	AUDIT FEES	18,562.00	16,705.80	16,705.80	90.0	1,856.20	0.00	.0
5802	LEGAL FEES	8,500.00	5,195.81	5,195.81	61.1	0.00	3,304.19	38.8
5811	ADVERTISING	1,092.00	790.86	790.86	72.4	600.81	299.67-	.0
5814	FINGERPRINTING	750.00	608.00	608.00	81.0	0.00	142.00	18.9
5901	COMMUNIC - INTERNET SVCS/LINES	150.00	113.00	113.00	75.3	7.00	30.00	20.0
5903	COMMUNIC - TELEPHONE SERVICES	15,334.00	14,052.52	14,052.52	91.6	1,990.36	708.88-	.0
5904	COMMUNIC - POSTAGE/DELIVERY	3,350.00	2,647.10	2,647.10	79.0	0.00	702.90	20.9
TOTAL: 5xxx		634,776.17	419,000.10	419,000.10	66.0	31,677.71	184,098.36	29.0
TOTAL: 1xxx - 5xxx		4,512,639.89	3,814,968.36	3,814,968.36	84.5	39,706.76	657,964.77	14.5
6400	EQUIPMENT	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
TOTAL: 6xxx		20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
TOTAL: 1xxx - 6xxx		4,532,639.89	3,814,968.36	3,814,968.36	84.1	39,706.76	677,964.77	14.9
7350	TRANSFER INDIRECT COSTS-INTRFD	2,800.00-	0.00	0.00	100.0	0.00	2,800.00-	.0
7615	INT-FD TF GEN,SPRES,BLDG TO DM	39,603.00	19,603.00	19,603.00	49.4	0.00	20,000.00	50.5
7616	INT-FD TF FR GENERAL TO CAFE	16,312.84	0.00	0.00	.0	0.00	16,312.84	100.0
7911	BUDG FUND BAL-RESERVE REV CASH	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
7950	BUDG FUND BAL- STABILIZATION	270,220.00	0.00	0.00	.0	0.00	270,220.00	100.0
7980	BUDG FUND BAL-OTHER ASSIGNMENT	562,127.90	0.00	0.00	.0	0.00	562,127.90	100.0
7989	BUDG FUND BAL- RSRV ECON UNCER	180,146.66	0.00	0.00	.0	0.00	180,146.66	100.0
7990	BUDG FUND BAL - UNASSIGNED	5,607.13	0.00	0.00	.0	0.00	5,607.13	100.0
TOTAL: 7xxx		1,076,217.53	19,603.00	19,603.00	1.8	0.00	1,056,614.53	98.1
TOTAL: 1xxx - 7xxx		5,608,857.42	3,834,571.36	3,834,571.36	68.3	39,706.76	1,734,579.30	30.9

FROM 07/01/2013 TO 06/30/2014  
 UNAPPROVED TRANSACTIONS INCLUDED  
 Summary

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED				UNENCUMBERED	
			CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
TOTAL INCOME	( 8000 - 8999 )	5,608,857.42	3,719,918.50	3,719,918.50	66.3	0.00	1,888,938.92	33.6
	TOTAL: 1xxx - 5xxx	4,512,639.89	3,814,968.36	3,814,968.36	84.5	39,706.76	657,964.77	14.5
	TOTAL: 1xxx - 6xxx	4,532,639.89	3,814,968.36	3,814,968.36	84.1	39,706.76	677,964.77	14.9
	TOTAL: 1xxx - 7xxx	5,608,857.42	3,834,571.36	3,834,571.36	68.3	39,706.76	1,734,579.30	30.9
TOTAL EXPENSES	( 1000 - 7999 )	5,608,857.42	3,834,571.36	3,834,571.36	68.3	39,706.76	1,734,579.30	30.9

# LAYTONVILLE UNIFIED SCHOOL DISTRICT BUDGET TRANSFERS

June 5, 2014

48 Laytonville Unified School Dis Budget Transfer Transactions w/ Acct Sort & Select J883 BT0200 H.00.01 05/28/14 PAGE 1

Date last used from: 07/01/2013 To 06/30/2014  
Transaction Number from: 140032 To 140099  
Date entered from: 00/00/0000 To 99/99/9999  
Detail Sorted by: Date  
Approved and Unapproved Transactions

FUND :01 GENERAL FUND

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit
140032	05/12/2014	05/12/2014	Other assignments for YrEnd										
1.			01-0002-0-2100-001-8100-5900-2500									532.26	
2.			01-0002-0-7980-000-0000-0000-2500										532.26
3.			01-0002-0-5800-001-1110-1000-2002									8,153.15	
4.			01-0002-0-7980-000-0000-0000-2002										8,353.15
5.			01-0002-0-8699-000-0000-0000-2002									200.00	
6.			01-0024-0-1100-001-1110-1000-0000									2,200.00	
7.			01-0024-0-2100-001-1110-1000-0000									400.00	
8.			01-0024-0-2400-001-0000-2430-0000									500.00	
9.			01-0024-0-3202-001-1110-1000-0000									50.00	
10.			01-0024-0-3302-001-1110-1000-0000									27.00	
11.			01-0024-0-3602-001-1110-1000-0000									21.00	
12.			01-0024-0-4300-001-1110-1000-0000									650.00	
13.			01-0024-0-7980-000-0000-0000-0000										3,848.00
14.			01-0057-0-4300-001-1110-1000-0000									3,339.00	
15.			01-0057-0-7980-000-0000-0000-0000										3,339.00
16.			01-0058-0-4300-003-1110-1000-0000									674.00	
17.			01-0058-0-7980-000-0000-0000-0000										674.00
18.			01-0676-0-2100-002-1110-1000-0000									2,400.00	
19.			01-0676-0-2100-007-1110-1000-0000									600.00	
20.			01-0676-0-2100-008-1110-1000-0000									680.00	
21.			01-0676-0-3302-002-1110-1000-0000									180.00	
22.			01-0676-0-3602-002-1110-1000-0000									140.00	
23.			01-0676-0-4300-001-1110-1000-0000									6,000.00	
24.			01-0676-0-4300-003-1110-1000-0000									1,200.00	
25.			01-0676-0-4300-007-1110-1000-0000									500.00	
26.			01-0676-0-4300-008-1110-1000-0000									600.00	
27.			01-0676-0-7980-000-0000-0000-0000										12,300.00
28.			01-0714-0-4100-003-1110-1000-0000									400.00	
29.			01-0714-0-4300-000-1110-1000-0000									1,800.00	
30.			01-0714-0-4300-002-1110-1000-0000									1,680.00	
31.			01-0714-0-4300-003-1110-1000-0000									1,700.00	
32.			01-0714-0-5200-002-1110-4100-0000									300.00	
33.			01-0714-0-5300-002-1110-4100-0000									200.00	
34.			01-0714-0-7980-000-0000-0000-0000										6,080.00
35.			01-0727-0-1900-001-0000-2100-0000									2,500.00	
36.			01-0727-0-2200-001-0000-8200-0000									405.00	
37.			01-0727-0-2400-001-0000-7150-0000									165.00	
38.			01-0727-0-5200-001-0000-2100-0000									650.00	
39.			01-0727-0-5200-001-1110-1000-0000									900.00	
40.			01-0727-0-7980-000-0000-0000-0000										4,620.00
41.			01-0728-0-1100-002-1110-1000-0000									1,500.00	
42.			01-0728-0-7980-000-0000-0000-0000										1,500.00

CONTINUED

Date last used from: 07/01/2013 To 06/30/2014  
 Transaction Number from: 140032 To 140099  
 Date entered from: 00/00/0000 To 99/99/9999  
 Detail Sorted by: Date  
 Approved and Unapproved Transactions

FUND :01 GENERAL FUND

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit
140032	CONTINUED												
43.			01-0729-0-5200-001-1110-1000-0000									1,500.00	
44.			01-0729-0-7980-000-0000-0000-0000										1,500.00
45.			01-0790-0-2100-002-1110-1000-0000									5,000.00	
46.			01-0790-0-7980-000-0000-0000-0000										5,000.00
47.			01-0792-0-1900-001-0000-2100-0000									1,500.00	
48.			01-0792-0-5200-001-1110-1000-0000									500.00	
49.			01-0792-0-7980-000-0000-0000-0000										2,000.00
50.			01-0793-0-1100-003-3300-1000-0000									274.30	
51.			01-0793-0-1100-007-1110-1000-0000									658.00	
52.			01-0793-0-1100-008-1110-1000-0000									618.00	
53.			01-0793-0-1300-001-0000-7150-0000									976.04	
54.			01-0793-0-1300-002-0000-2700-0000									751.90	
55.			01-0793-0-1300-003-0000-2700-0000									515.30	
56.			01-0793-0-5200-001-0000-2100-0000									2,000.00	
57.			01-0793-0-7980-000-0000-0000-0000										5,793.54
58.			01-0795-0-2100-002-1110-1000-0000									2,500.00	
59.			01-0795-0-3402-002-1110-1000-0000									1,000.00	
60.			01-0795-0-7980-000-0000-0000-0000										3,500.00
140033	05/14/2014	05/14/2014	From RS 1300 to RS 0000								Entered by: DR	Unapproved	
1.			01-0000-0-1100-002-1110-1000-0000										58,546.00
2.			01-0000-0-3101-002-1110-1000-0000										4,947.00
3.			01-0000-0-3311-002-1110-1000-0000										870.00
4.			01-0000-0-3401-002-1110-1000-0000										8,747.00
5.			01-0000-0-3501-002-1110-1000-0000										30.00
6.			01-0000-0-3601-002-1110-1000-0000										2,901.00
7.			01-0000-0-8011-000-0000-0000-0000									76,041.00	
8.			01-1300-0-1100-002-1110-1000-0000									58,546.00	
9.			01-1300-0-3101-002-1110-1000-0000									4,947.00	
10.			01-1300-0-3311-002-1110-1000-0000									870.00	
11.			01-1300-0-3401-002-1110-1000-0000									8,747.00	
12.			01-1300-0-3501-002-1110-1000-0000									30.00	
13.			01-1300-0-3601-002-1110-1000-0000									2,901.00	
14.			01-1300-0-8011-000-0000-0000-0000										76,041.00
140034	05/21/2014	05/23/2014	Update rev after P-2								Entered by: BL48	Unapproved	
1.			01-0000-0-8011-000-0000-0000-0000										21,911.00
2.			01-1400-0-8012-000-0000-0000-0000									26,559.00	
3.			01-0000-0-8041-000-0000-0000-0000									885.00	
4.			01-0000-0-8042-000-0000-0000-0000									3,773.00	
5.			01-0000-0-8043-000-0000-0000-0000										3,111.00
			CONTINUED										

Date last used from: 07/01/2013 To 06/30/2014  
 Transaction Number from: 140032 To 140099  
 Date entered from: 00/00/0000 To 99/99/9999  
 Detail Sorted by: Date  
 Approved and Unapproved Transactions

FUND :01 GENERAL FUND

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit
140034	CONTINUED												
6.			01-0000-0-8044-000-0000-0000-0000									1,228.00	
7.			01-0000-0-8045-000-0000-0000-0000									864.00	
8.			01-1400-0-1100-002-1110-1000-0000										26,559.00
9.			01-0000-0-1100-002-1110-1000-0000									18,272.00	
140035	05/28/2014	05/28/2014	First 5										
			Entered by: BL48										
1.			01-9010-0-8699-000-0000-0000-5555									11,411.00	
2.			01-9010-0-2100-002-8500-5900-5555										4,754.00
3.			01-9010-0-3202-002-8500-5900-5555										450.00
4.			01-9010-0-3302-002-8500-5900-5555										300.00
5.			01-9010-0-3312-002-8500-5900-5555										75.00
6.			01-9010-0-3602-002-8500-5900-5555										200.00
7.			01-9010-0-7980-000-0000-0000-5555										5,632.00
140036	05/28/2014	05/28/2014	Move 7090 to 0079										
			Entered by: DG										
1.			01-7090-0-8011-000-0000-0000-0000										46,628.00
2.			01-7090-0-2100-002-1110-1000-0000									27,342.00	
3.			01-7090-0-3202-002-1110-1000-0000									2,619.00	
4.			01-7090-0-3302-002-1110-1000-0000									1,693.00	
5.			01-7090-0-3312-002-1110-1000-0000									399.00	
6.			01-7090-0-3402-002-1110-1000-0000									5,991.00	
7.			01-7090-0-3502-002-1110-1000-0000									14.00	
8.			01-7090-0-3602-002-1110-1000-0000									1,322.00	
9.			01-7090-0-4300-002-1110-1000-0000									4,850.00	
10.			01-7090-0-4300-003-1110-1000-0000									1,000.00	
11.			01-7090-0-7310-002-0000-7210-0000									1,398.00	
12.			01-0079-0-8011-000-0000-0000-0000									46,628.00	
13.			01-0079-0-2100-002-1110-1000-0000										27,342.00
14.			01-0079-0-3202-002-1110-1000-0000										2,619.00
15.			01-0079-0-3302-002-1110-1000-0000										1,693.00
16.			01-0079-0-3312-002-1110-1000-0000										399.00
17.			01-0079-0-3402-002-1110-1000-0000										5,991.00
18.			01-0079-0-3502-002-1110-1000-0000										14.00
19.			01-0079-0-3602-002-1110-1000-0000										1,322.00
20.			01-0079-0-4300-002-1110-1000-0000										4,850.00
21.			01-0079-0-4300-003-1110-1000-0000										1,000.00
22.			01-0079-0-7310-002-0000-7210-0000										1,398.00
140037	05/28/2014	05/28/2014	RS 7230 to RS 0740										
			Entered by: DR										
1.			01-7230-0-8011-000-0000-0000-0000										175,230.00
2.			01-7230-0-8699-000-0000-0000-0000										3,933.67
3.			01-7230-0-8980-000-0000-3600-0000										21,977.00

CONTINUED



Date last used from: 07/01/2013 To 06/30/2014  
 Transaction Number from: 140032 To 140099  
 Date entered from: 00/00/0000 To 99/99/9999  
 Detail Sorted by: Date  
 Approved and Unapproved Transactions

FUND :01 GENERAL FUND

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit
140037	CONTINUED												
4.			01-7230-0-2200-001-0000-3600-0000									54,166.00	
5.			01-7230-0-2250-001-0000-3600-0000									2,500.00	
6.			01-7230-0-2260-001-0000-3600-0000									2,000.00	
7.			01-7230-0-2270-001-0000-3600-0000									2,000.00	
8.			01-7230-0-2300-001-0000-3600-0000									19,168.00	
9.			01-7230-0-2400-001-0000-3600-0000									5,944.00	
10.			01-7230-0-3202-001-0000-3600-0000									6,926.00	
11.			01-7230-0-3302-001-0000-3600-0000									3,761.00	
12.			01-7230-0-3312-001-0000-3600-0000									1,537.00	
13.			01-7230-0-3402-001-0000-3600-0000									33,098.00	
14.			01-7230-0-3502-001-0000-3600-0000									30.00	
15.			01-7230-0-3602-001-0000-3600-0000									2,936.00	
16.			01-7230-0-4361-001-0000-3600-0000									20,000.00	
17.			01-7230-0-4362-001-0000-3600-0000									500.00	
18.			01-7230-0-4363-001-0000-3600-0000									1,500.00	
19.			01-7230-0-4364-001-0000-3600-0000									3,500.00	
20.			01-7230-0-4365-001-0000-3600-0000									500.00	
21.			01-7230-0-5450-001-0000-3600-0000									13,574.00	
22.			01-7230-0-5600-001-0000-3600-0000									8,048.67	
23.			01-7230-0-5710-001-0000-3600-0000										17,548.00
24.			01-7230-0-5800-001-0000-3600-0000									10,000.00	
25.			01-7230-0-6400-001-0000-3600-0000									20,000.00	
26.			01-7230-0-7310-001-0000-7210-0000									7,000.00	
27.			01-0740-0-8011-000-0000-0000-0000									175,230.00	
28.			01-0740-0-8699-000-0000-0000-0000									3,933.67	
29.			01-0740-0-8980-000-0000-3600-0000									21,977.00	
30.			01-0740-0-2200-001-0000-3600-0000										54,166.00
31.			01-0740-0-2250-001-0000-3600-0000									2,500.00	
32.			01-0740-0-2260-001-0000-3600-0000									2,000.00	
33.			01-0740-0-2270-001-0000-3600-0000									2,000.00	
34.			01-0740-0-2300-001-0000-3600-0000									19,168.00	
35.			01-0740-0-2400-001-0000-3600-0000									5,944.00	
36.			01-0740-0-3202-001-0000-3600-0000									6,926.00	
37.			01-0740-0-3302-001-0000-3600-0000									3,761.00	
38.			01-0740-0-3312-001-0000-3600-0000									1,537.00	
39.			01-0740-0-3402-001-0000-3600-0000									33,098.00	
40.			01-0740-0-3502-001-0000-3600-0000									30.00	
41.			01-0740-0-3602-001-0000-3600-0000									2,936.00	
42.			01-0740-0-4361-001-0000-3600-0000									20,000.00	

CONTINUED



Date last used from: 07/01/2013 To 06/30/2014  
 Transaction Number from: 140032 To 140099  
 Date entered from: 00/00/0000 To 99/99/9999  
 Detail Sorted by: Date  
 Approved and Unapproved Transactions

FUND :01 GENERAL FUND

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit
140037	CONTINUED												
43.			01-0740-0-4362-001-0000-3600-0000										500.00
44.			01-0740-0-4363-001-0000-3600-0000										1,500.00
45.			01-0740-0-4364-001-0000-3600-0000										3,500.00
46.			01-0740-0-4365-001-0000-3600-0000										500.00
47.			01-0740-0-5450-001-0000-3600-0000										13,574.00
48.			01-0740-0-5600-001-0000-3600-0000										8,048.67
49.			01-0740-0-5710-001-0000-3600-0000									17,548.00	
50.			01-0740-0-5800-001-0000-3600-0000										10,000.00
51.			01-0740-0-6400-001-0000-3600-0000										20,000.00
52.			01-0740-0-7310-001-0000-7210-0000										7,000.00
				FUND		01	TOTAL:					804,747.29*	804,747.29*
							DISTRICT TOTAL:					804,747.29**	804,747.29**
							GRAND TOTAL:					804,747.29***	804,747.29***



### 2014-2015 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 25, 2014.

Laytonville Unified School District/Governing Board at its June 5, 2014 meeting,  
(Name of school district/governing board) (Date)

appointed the following individual(s) to serve for the 2014-2015 school year as the school's league representative:

#### PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

NAME OF SCHOOL Laytonville High School

NAME OF REPRESENTATIVE	<u>Sue Carberry</u>	POSITION	<u>Athletic Director</u>
ADDRESS	<u>250 Branscomb Rd</u>	CITY	<u>Laytonville</u> ZIP <u>95454</u>
PHONE	<u>(707) 984-6108</u>	FAX	<u>(707) 984-8066</u> E-MAIL <u>scarberry2@gmail.com</u>

NAME OF SCHOOL Laytonville High School

NAME OF REPRESENTATIVE	<u>Tim Henry</u>	POSITION	<u>Principal</u>
ADDRESS	<u>250 Branscomb Rd</u>	CITY	<u>Laytonville</u> ZIP <u>95454</u>
PHONE	<u>(707) 984-6108</u>	FAX	<u>(707) 984-8066</u> E-MAIL <u>mr.tim.henry@gmail.com</u>

NAME OF SCHOOL Laytonville High School

NAME OF REPRESENTATIVE	<u>Joan Potter</u>	POSITION	<u>Superintendent</u>
ADDRESS	<u>P.O. Box 868</u>	CITY	<u>Laytonville</u> ZIP <u>95454</u>
PHONE	<u>(707) 984-6414</u>	FAX	<u>(707) 984-6108</u> E-MAIL <u>jvpotter@mcn.org</u>

NAME OF SCHOOL \_\_\_\_\_

NAME OF REPRESENTATIVE	_____	POSITION	_____
ADDRESS	_____	CITY	_____ ZIP _____
PHONE	_____	FAX	_____ E-MAIL _____

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. NOTE: League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Joan Potter Signature \_\_\_\_\_

Address P.O. Box 868 City Laytonville Zip CA

Phone (707) 984-6414 Fax (707) 984-8223

**PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.  
SEE PAGE 2 FOR CIF SECTION OFFICE ADDRESSES.**



**Mendocino County Superintendent of Schools**  
**WILLIAMS SETTLEMENT LEGISLATION**  
**QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**2013-2014 FISCAL YEAR**

This report summarizes the results of the Williams Site Visits and documentation reviews at decile 1, 2, and 3 schools (2012 Base API) for the 3rd Quarter January through March 2013-2014 school year.

**INSTRUCTIONAL MATERIALS:**     *No review conducted during this quarter.*

Schools were reviewed for sufficient textbooks and instructional materials\*\* as noted below:

School	Review Date	# of Classrooms Visited	Subject/ Course	Textbook/Instructional Materials Needed	Grade	Period	Room #	# of Material Missing	Corrected on

\* Unannounced school(s)

\*\*Sufficient textbooks and instructional materials" means each pupil, including English Language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas(including science laboratory equipment in grades 9-12) as well as, for middle and high school, in foreign language and health.

**SCHOOL FACILITIES:**     *No review conducted during this quarter.*

Schools were reviewed for condition of facilities, whether they were in "good repair" or pose an "emergency" as noted below:

School	Review Date	Room/ Area	Facility Deficiencies Identified	Emergency	Correction/ Action Taken	Corrected On	Overall Facilities Score

Mendocino County Superintendent of Schools  
**WILLIAMS SETTLEMENT LEGISLATION**  
 QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT  
 2013-2014 FISCAL YEAR

**SCHOOL ACCOUNTABILITY REPORT CARD (SARC):**

The 2012-2013 School Accountability Report Cards (SARC) for the following schools were reviewed to determine the accuracy of the information reported for sufficiency of textbooks and instructional materials and safety, cleanliness, and adequacy of school facilities, including "good repair":

School	SARC Review Date	Instructional Materials Discrepancies	Facility Conditions Discrepancies
Laytonville Elementary	5/8/14	<p>For kindergarten and grades one through eight, the list of textbooks and instructional materials should also include any supplemental curriculum adopted by the local governing board on the SARC.</p> <p>Textbooks and instructional materials for Foreign Language, Health and Visual and Performing Arts should be listed if taught at the school.</p> <p>While Education Code Section 60119 does not require a finding of sufficiency for textbooks or instructional materials in visual and performing arts, the SARC does require this information. See Ed. Code Section 33126(b)(6)(A), 33126(b)(6)(B) and Ed. Code Section 60119(c)</p>	None.

Completed by: V Gulick

Mendocino County Superintendent of Schools

**WILLIAMS SETTLEMENT LEGISLATION**  
**QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**2013-2014 FISCAL YEAR**

**TEACHER MISASSIGNMENTS AND TEACHER VACANCIES:**    ***No review conducted during this quarter***

The results of teacher misassignments\* and teacher vacancy\*\* reviews for the following schools were:

Schools	Laytonville Elementary
Number of misassignments for the 2013-2014	0
Number of misassignments that were corrected within 30 calendar days	0
Number of classes in which the teacher was lacking the appropriate authorization and training to teach English Language Learners and 20% or more of students were English Language Learners	0
Number of Teacher Vacancies for the 2013-2014	0
Number of Teacher Vacancies Filled in the 2013-2014	0

Completed by: V Gulick

Mendocino County Superintendent of Schools  
**WILLIAMS SETTLEMENT LEGISLATION**  
QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT  
2013-2014 FISCAL YEAR

**UNIFORM COMPLAINTS:**

The number of complaints filed within the district during the 3rd Quarter 2013-2014, their nature, and resolution are noted below:

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Misassignments or Vacancies	0	0	0
Facilities Conditions	0	0	0
CAHSEE Intensive Instruction & Services	0	0	0
<b>TOTALS</b>	0	0	0

Completed by: V Gulick



## **BOARD ACTION ITEM K1**

Board Meeting Date: June 5, 2014  
Subject: Students of the Month  
From: Joan Potter, Superintendent

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### Explanation:

Mr. Henry will present the Students of the Month for Laytonville High School and introduce their families.

### Recommendation:

Recognize the Students of the Month and their families

### Attachments:

None



## BOARD ACTION ITEM K2

Board Meeting Date: June 5, 2014

Subject: Resolution No. 453 and No. 454 for Honoring Retirees

From: Joan Potter, Superintendent

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Explanation:

Two dedicated and loyal employees will be retiring at the end of this school year. Between the two of them, they have provided 46 years of education to our students. We will miss them.

Recommendation:

Adopt Resolution No. 453 and No. 454 for Honoring Retirees and present the Retiree Recognition Awards

Attachments:

Resolution No. 453 and No. 454 for Honoring Retirees

Laytonville Unified School District  
June 5, 2014



### **BOARD ACTION ITEM K3**

Board Meeting Date: June 5, 2014

Subject: Resolution No.455 for Employee Recognition Award

From: Joan Potter, Superintendent

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Explanation:

Twice a year the Board of Trustees receives recommendations for the Board's Employee Recognition Awards. Staff, students and community members can recommend employees for the award. The award recipients are recognized with a Board Resolution in their honor, a gift and their name is placed on a perpetual plaque which hangs in the District Office.

We are very pleased to present this year's second Employee Recognition Award.

Recommendation:

Adopt Resolution No. 455 for Employee Recognition Award and recognize the recipient.

Attachments:

Resolution No. 455 for Employee Recognition Award



## BOARD ACTION ITEM K4

Board Meeting Date: June 5, 2014

Subject: Beginning Teacher Support and Assessment Program

From: Joan Potter, Superintendent

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### Explanation:

LUSD has had six beginning teachers/teacher interns and five support providers participate in the BTSA program during the 2013/14 school year. Additionally, two “student teachers” were provided support from two elementary school tenured teachers.

The following is a brief description of the BTSA program from the BTSA website:

“BTSA Induction, an acronym for "Beginning Teacher Support and Assessment" Induction, is a state-funded program co-sponsored by the California Department of Education (CDE) and the Commission on Teacher Credentialing (CTC).

The program engages preliminary credentialed teachers in a job-embedded formative assessment system of support and professional growth to fulfill the requirements for the California Clear Multiple Subjects, Single Subject, and Education Specialist credentials. BTSA Induction programs are locally designed and implemented in accordance with the Standards of Quality and Effectiveness for Professional Teacher Induction Programs and aligned to the California Standards for the Teaching Profession.”

I have invited the teachers who have participated in the program this year to this evening’s board meeting and would like to introduce each of them to you.

### Recommendation:

Recognize each of the teachers for their commitment and dedication to participating in teacher support programs in order to provide exemplary programs to our students.

### Attachments:





## **BOARD ACTION ITEM K5**

Board Meeting Date: June 5, 2014

Subject: State Science Fair Participant Recognition

From: Joan Potter, Superintendent

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Explanation:

Ms. Stange will present the four students who competed in the State Science Fair on behalf of Laytonville Elementary School.

Recommendation:

Recognize the four students who competed in the State Science Fair

Attachments:

None

Laytonville Unified School District  
June 5, 2014



## **BOARD DISCUSSION/ACTION ITEM L1**

Board Meeting Date: June 5, 2014

Subject: Facilities Update

From: Joan Potter, Superintendent

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### Explanation:

Michael Riemenschneider, Shin Green, and Don Alameida will update and answer any questions regarding the proposed upcoming bond election and facilities plans.

### Recommendation:

### Attachments:



## BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: June 5, 2014

Subject: Draft Resolution No. 456 for Order of Bond Election

From: Joan Potter, Superintendent

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### Explanation:

David Casnocha, an attorney with Stradling, Yocca, Carlson, and Rauth has drafted a resolution which allows the District to request the Mendocino County Registrar of Voters to conduct an election under the provisions of Proposition 39 and the Act and submit to the electors of the District the question of whether bonds of the District in the aggregate principal amount of \$5,500,000 (the “Bonds”) shall be issued and sold for the purpose of raising money for the projects described in the attached resolution.

### Recommendation:

Discuss Resolution # 456 for Order of Bond Election

### Attachments:

Resolution # 456 for Order of Bond Election

Laytonville Unified School District  
June 5, 2014



## **BOARD DISCUSSION/ACTION ITEM L3**

Board Meeting Date: June 5, 2014

Subject: Bond Counsel – Contract for Services

From: Joan Potter, Superintendent

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### Explanation:

Attached is a proposed agreement from Stradling, Yocca, Carlson, and Rauth to provide bond counsel services to the district. These services are needed if the Board chooses to pursue a bond election. This firm will provide services and be paid only if a bond election is successful. Funding for these services will come from bond proceeds. This firm provided legal counsel for our previous bond and performed exemplary service.

### Recommendation:

Approve contract with Stridling, Yocca, Carlson, and Rauth to provide bond counsel services

### Attachments:

Bond Counsel Agreement





## BOARD DISCUSSION/ACTION ITEM L4

Board Meeting Date: June 5, 2014  
Subject: Public Hearing: Draft LCAP  
From: Joan Potter, Superintendent

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### Explanation:

One of the requirements of the Local Control Accountability Plan is for the governing board to conduct a public hearing prior to the adoption of the plan. The purpose of the meeting is to provide time for the district to share information regarding the spending plan for the upcoming year and to give the public an opportunity to give the district recommendations and comments regarding the draft plan. The public will also have the opportunity to submit written comments regarding the LCAP. A letter may be submitted to the District and the Superintendent will respond in writing to all written comments received by June 12, 2014. To date, the district has not received any written comments though a lot of verbal recommendations have been made to the district and have been incorporated in to the draft plan.

### Recommendation:

Conduct the Public Hearing for the Draft LCAP

### Attachments:

Draft LCAP



## **BOARD DISCUSSION/ACTION ITEM L5**

Board Meeting Date: June 5, 2014

Subject: Public Hearing: Proposed Budget for 2014/15

From: Joan Potter, Superintendent

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### Explanation:

Implementation of the Local Control Funding Formula (LCFF) and the Local Control Accountability Plan (LCAP) regulations require separate public hearings for the LCAP and budget. The regulations require that the public hearing for the budget be held at the same meeting as the public hearing for the LCAP. This requires a change to the process of holding the budget public hearing and adoption at the same meeting as we have done in the past. The new regulations require an earlier preparation of the budget. The 2014/2015 proposed budget may be modified at the Board's discretion and/or to include changes made to the draft LCAP. Such modification and other corrections to the budget would be reflected in the June 26, 2014 budget review and adoption. I will refer to specific budget information during the public hearing.

### Recommendation:

Conduct the Public Hearing for the Proposed Budget for 2014-15

### Attachments:

Proposed Budget for 2014-15

Laytonville Unified School District  
June 5, 2014

DISCUSSION/ACTION  
Page 18



## **BOARD DISCUSSION/ACTION ITEM L6**

Board Meeting Date: June 5, 2014

Subject: BP and AR 5142.2 for Safe Routes to School Program, Second Reading/Approval

From: Joan Potter, Superintendent

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Explanation:

At last month's meeting we reviewed the proposed BP and AR 5142.2 for the Safe Routes to School Program.

Recommendation:

Approve the attached BP and AR 5142.2 for Safe Routes to School Program

Attachments:

Proposed BP and AR 5142.2

Laytonville Unified School District  
June 5, 2014

**SAFE ROUTES TO SCHOOL PROGRAM**

The Board of Trustees recognizes that walking, bicycling, and other forms of active transport to school promote students' physical activity and reduce vehicle traffic and air pollution in the vicinity of schools. As part of the District's coordinated approach to supporting student wellness and safety and enhancing student learning, the Superintendent or designee shall develop and implement strategies to establish and promote safe routes to schools program activities.

The Superintendent or designee may identify a program coordinator or establish district and/or school site committees to oversee and coordinate related activities.

The Superintendent or designee may collaborate with local public works and public safety departments, transportation agencies, other city and county agencies, school staff, students, parents/guardians and parent organizations, health organizations, community organizations, and/or businesses in the development, implementation, and evaluation of strategies.

Strategies shall be based on the grade levels of the students and an assessment of the conditions and needs of each school and the surrounding neighborhoods.

The Superintendent or designee shall explore the availability of grant funds and other sources of funding to support related projects and activities.

The Superintendent or designee shall periodically report to the Board on the implementation of program activities and progress toward program goals. Such reports may include, but not be limited to, levels of participation in promotional and educational activities, survey results of parent/guardian attitudes about allowing their child to walk or bicycle to school, tallies of the numbers of students using various modes of travel to and from school and how these numbers have changed over time, records of student attendance and on-time arrival, and injury data within the school and/or district attendance boundaries.

Adopted: June 5, 2014

Laytonville Unified School District  
Laytonville, CA

**SAFE ROUTES TO SCHOOL PROGRAM**

District strategies to improve student safety along routes to school and to promote walking, bicycling, and other forms of active transport to school by students may include:

1. Education activities that promote safety and awareness, such as:
  - a. Instructing students about pedestrian, bicycle, and personal safety
  - b. Instructing students about the health and environmental benefits of walking, bicycling, and other forms of active transport to school
  - c. Offering driver safety education to high school students, parents/guardians, and the community
2. Encouragement strategies designed to generate interest in active transport to school, such as:
  - a. Organizing or facilitating "walking school buses" and/or "bicycle trains" whereby students walk or bike to school in groups escorted by parents/guardians or other volunteers as needed
  - b. Organizing special events and activities, such as Walk or Bike to School Day, International Walk to School Month, or year-round competitions
  - c. Publicizing the district's efforts in order to build support of parents/guardians and the community, including providing information about the district's safe routes to school program in parent/guardian communications and in any notifications about transportation options
3. Enforcement strategies to deter unsafe behaviors of drivers, pedestrians, and bicyclists, such as:
  - a. Initiating or expanding crossing guard, student safety patrol, and/or parent/guardian safety patrol programs
  - b. Partnering with local law enforcement to help ensure that traffic laws are obeyed in the vicinity of schools and to implement appropriate measures such as placement of speed feedback monitors, ticketing, and/or driver safety campaigns
  - c. Monitoring to ensure that students who bicycle to school or who use skateboards, skates, or nonmotorized scooters wear helmets in accordance with Vehicle Code 21212
4. Engineering strategies that address the design, implementation, operation, and maintenance of traffic control devices or physical measures, such as:

- a. Working with local government agencies, parents/guardians, school staff, and others as appropriate to gather data about environmental conditions and hazards along routes to school
  - b. Working with local government agencies to make operational and physical improvements that reduce or eliminate hazards, such as reducing motor vehicle traffic speeds in the area and establishing safer and fully accessible crosswalks, walkways, trails, and bikeways
  - c. Assessing the adequacy, accessibility, and safety of bicycle parking at schools and making modifications as needed, such as increasing the number of or relocating bicycle racks and/or equipment storage areas considering safe routes to school when making decisions about siting and designing of new schools
5. Evaluation to assess progress toward program goals, including:
- a. Gathering and interpreting data based on indicators established by the Superintendent or designee and the Governing Board
  - b. Presenting data to the Board, program partners, and the public
  - c. Recommending program modifications as needed

Adopted: June 5, 2014

Laytonville Unified School District  
Laytonville, CA



## **BOARD DISCUSSION/ACTION ITEM L7**

Board Meeting Date: June 5, 2014

Subject: School Level Parent Involvement Plan, Student/Parent Compact

From: Joan Potter, Superintendent

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### Explanation:

Our Board Policy and Administrative Regulations 6020 require that Title 1 schools have parent involvement policies and procedures, including school-parent compacts that participating parents and school staff agree to abide by. The principals will review their policies and compacts for the Board and interested members of the community.

### Recommendation:

Approve the school level policies and school-parent compacts with the understanding that they may be modified from time to time, and reviewed with the Board on an annual basis.

### Attachments:

School level parent involvement policies and school-parent compacts

Laytonville Unified School District  
June 5, 2014

# **Laytonville High School Parent Involvement Opportunities Annual Notification**

The primary forum for parent involvement at Laytonville High School is the Laytonville High School Site Council. The LHS Site Council meets once a month on the second Wednesday of each month at 4pm in the high school library. An annual review and assessment of the LHS site council's progress toward meeting its objective is held in May of each school year. Specific dates for the review will be communicated through school newsletters.

Specific objectives of the program include the following:

- ❖ Develop a comprehensive plan designed to improve the effectiveness of the school program.
- ❖ Allocate funds for Economic Impact Aid/Limited English Proficient and other categorical education funds that the school receives such as Title 1, Title IV, Title VI, etc.
- ❖ Annually review the school plan, establish a new budget, and if necessary, make other modifications in the plan to reflect changing needs and priorities.
- ❖ Recommend approval of the plan as revised to the district governing board. If the governing board does not approve a plan, specific reasons for that action shall be communicated to the council. Modifications of the school plan shall be developed, recommended and approved or disapproved in the same manner.
- ❖ Plan and approve one time site expenditures allocated in the annual state budget.
- ❖ Meet on a regular basis to become informed, share information, discuss needs and successes and plan program improvements.
- ❖ Support the student incentive program that promotes positive attendance, behavior, community involvement and academic achievement.
- ❖ Develop a system for ongoing communication with parents, community members, the school staff and board, including sponsoring parent nights and representation on the District Advisory Committee.
- ❖ Sponsor parent information activities that focus on 1) strategies that will give parents the ability to directly affect the success of their children's learning through support both at home and at school, 2) home activities, strategies, and materials that can be used to assist and enhance learning both at home and at school and 3) parenting skills that assist parents in understanding the developmental needs of high school aged children and how to provide positive discipline and build healthy relations with their children.

In addition to the LHS Site Council parents are provided with the opportunity to be involved with school programs through volunteering in classrooms, working on community projects such as Landscape Day and Art in the Community. Parent Conferences are conducted twice a year to provide the opportunity to meet with each of the teachers. Newsletters are mailed home as well as ongoing communication about special programs on a regular basis.

# **LAYTONVILLE HIGH SCHOOL-PARENT COMPACT**

2014-15

*Laytonville High School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.*

## **School Responsibilities**

**Laytonville High School will:**

- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**
  - *The school will provide State Board Adopted curriculum in all areas of instruction for all students using research based, engaging teaching strategies.*
- 2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement.**
  - *Parent-Teacher conferences will be held twice during the school year following the first and third quarters.*
- 3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**
  - *Progress Reports will be mailed home the first five weeks into each quarter.*
  - *Report cards will be distributed at Parent Conferences during the first and third quarter and mailed home at the end of the first and second semesters.*
  - *When necessary, weekly reports of student progress will be arranged.*
- 4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:**
  - *Staff will be available to parents during the after school hours, pre-arranged appointments, and via phone or email.*
- 5. Provide parents opportunities to volunteer and participate in high school activities, and to observe these activities, as follows:**
  - *Parents may make arrangements via phone, email or face to face contact with the Principal or classroom teachers to express their desire to participate.*

## **Parent Responsibilities**

**We, as parents, will support our children's learning in the following ways:**

- *Monitoring attendance and notifying the school of any concerns or problems that may affect school performance.*
- *Providing a caring environment, including adequate food and rest and a regular time and place for homework completion.*
- *Contributing time and effort in my son's/daughter's high school activities.*
- *Participating, as appropriate, in decisions relating to my child(ren)'s education.*
- *Promoting positive use of my child's extracurricular time.*
- *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child, by mail, or by email and responding, as appropriate.*
- *Serving, to the extent possible, on policy advisory groups.*

## **Student Responsibilities**

**We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:**

- *Spending time at home completing homework, reading, and studying.*
- *Showing respect for people and property by not using profanity, stealing, plagiarizing, or vandalizing; and obeying and practicing all school rules.*
- *Coming to class on time, bringing the necessary materials, respecting the rights of others to learn without disruption, and being prepared to work.*

### **Additional Required School Responsibilities**

The Laytonville High School will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
2. Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.
3. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.
4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
5. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
8. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

## **Laytonville Elementary School**

### **Title I School-Level Parental Involvement Policy**

Laytonville Elementary School had developed a written Title I parental involvement policy with input from Title I parents. A collaborative process between the parents who serve on the Site Council and the faculty was used to create the policy. It has distributed the policy at the beginning of the year as part of the “first day” packet. New families receive the policy at the time of new student registration. The policy is also available on the District’s website. Laytonville Elementary School’s policy describes the means for carrying out the following schoolwide Title I parental involvement requirements.

#### **Involvement of Parents in the Title I Program**

Laytonville Elementary School conducts an annual meeting to inform parents of schoolwide Title I requirements and their rights to be involved in the Title I program.

##### Informing Parents and Timely Notification

- A Title I program description is provided to parents at the annual back-to-school event, held in August or September.
- Title I program services and requirements are discussed in the fall and spring at Site Council meetings.
- Additional opportunities for parents to become familiar with the Title I program are available at semi-annual parent conferences.
- Parents may also meet with principal to discuss the schoolwide Title I program.

##### Involving Parents

- Each spring the staff and parents conduct an end of year review for all programs including Title I. Following the review, student needs are assessed and planning for the next year’s program is begun.
- At the beginning of each year student achievement data is analyzed and programmatic changes are made to improve student learning.
- The Title I policy is reviewed annually as part of the review of the Single Plan for Student Achievement.

##### Informing Parents about the Curriculum and Student Achievement

- Grade level standards are provided to parents at back-to-school night. Those parents who are unable to attend are mailed a copy of the document.
- Grade level standards and curriculum is discussed monthly at the Site Council meeting
- Parent conferences provided two times a year to individually inform parents about the curriculum, assessments and expected proficiency levels.
- Parents are provided a copy of their children’s performance on the State Assessments when they are released from the State each summer or early fall.

##### Opportunities for Parent Input

- Opportunities for parent input include monthly Site Council and District Advisory Council meetings.
- Parents may also provide input directly to the site principal.

### **School-Parent Compact**

Laytonville Elementary School has jointly developed with and distributed to parents the school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It also describes how the school and parents will develop a partnership to help children reach proficiency on the California content standards. The school-parent compact describes the following items in addition to items added by parent of Title I students:

- The school's responsibility to provide high-quality curriculum and instruction
- The parents' responsibility to support their children's learning
- The importance of ongoing communication between parents and teachers through, at least, annual conferences, reports on student progress, access to staff and opportunities to volunteer and participate in and observe the educational program.

The school-parent compact was created by using the State's recommended sample and modifying specific areas to reflect the needs of Laytonville Elementary. This was accomplished through the Site Council as a collaborative effort between parents and staff. Please see refer to the attached School-parent Compact.

### **Building Capacity for Involvement**

Laytonville Elementary School engages parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals the school does the following:

- Provides opportunities for parent to understand academic content standards assessments and how to monitor and improve the achievement of their children through various activities that include Back-to-School night, parent conferences and monthly newsletter articles.
- Provides materials and training to help parents work with their children to improve their children's achievement by providing content based materials designed to help parents provide instruction at home, schoolwide family math and reading nights, and mini-courses for parents to increase their understanding of specific concepts.
- Educates staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners through monthly Site Council meetings.
- Coordinates and integrates the Title I parental involvement program with other programs and conducts other activities through the Family Resource Center that encourages and supports parents in more fully participating in the education of their children. These activities include parent/student summer activities, after-school tutoring, parenting classes and family counseling services.
- Distributes to parents information related to school and parent programs, meetings and other activities in a form and language that the parents understand. Distribution methods include monthly newsletter, personal contacts, flyers regarding upcoming events and the posting of information on the District website.
- Provides support for parental involvement activities requested by parents through monthly Site Council meetings, the annual parent satisfaction survey, and surveys given during parent conferences.

**Accessibility**

Laytonville Elementary School provides opportunities for all parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes providing information and school reports in a form and language parents understand.

# **LAYTONVILLE ELEMENTARY SCHOOL-PARENT COMPACT**

2014-15

*Laytonville Elementary School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.*

## **School Responsibilities**

**Laytonville Elementary School will:**

- 6. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**
  - The school will provide State Board Adopted curriculum in all areas of instruction for all students using research based, engaging teaching strategies.*
- 7. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement.**
  - Parent-Teacher conferences will be held twice during the school year following the first and second trimesters.*
- 8. Provide parents with frequent reports on their children's progress.** Specifically, the school will provide reports as follows:
  - During Parent-Teacher conferences children's academic and social/emotional progress will be discussed. Upper grades (6-8) will provide progress reports to students and parents at least 3 times during each trimester. One of those will be mailed home.*
- 9. Provide parents reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:
  - Staff will be available to parents during the after school hours, pre-arranged appointments, and via phone or email.*
- 10. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:**
  - Parents may make arrangements via phone, email or face to face contact with their child(ren)'s teacher to volunteer or observe in their child(ren)'s class.*

## **Parent Responsibilities**

**We, as parents, will support our children's learning in the following ways:**

- Monitoring attendance.*
- Making sure that homework is completed.*
- Monitoring amount of television their children watch.*
- Volunteering in my child's classroom.*
- Participating, as appropriate, in decisions relating to my children's education.*
- Promoting positive use of my child's extracurricular time.*
- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.*
- Serving, to the extent possible, on policy advisory groups.*

## **Student Responsibilities**

**We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:**

- Do my homework every day and ask for help when I need to.*
- Read at least 30 minutes every day outside of school time.*
- Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.*



### **Additional Required School Responsibilities**

The Laytonville Elementary School will:

9. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
10. Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.
11. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.
12. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
13. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
14. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
15. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
16. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).



## **BOARD DISCUSSION/ACTION ITEM L8**

Board Meeting Date: June 5, 2014

Subject: Annual Review of BP and E 5132 – Dress Codes

From: Joan Potter, Superintendent

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Explanation:

Education Code Section 35183 provides for school dress codes that address gang related attire and school safety. BP 5132 and Exhibit 5132 outline the dress code at LHS and were last revised in 2013; they require an annual review by the Board. Mr. Henry will share the school community's thoughts related to the current policy.

Recommendation:

Review BP 5132 and E 5132

Attachments:

BP and E 5132 – Dress Codes

Laytonville Unified School District  
June 5, 2014

**Dress**

All students shall be dressed and groomed in a manner conducive to the advancement of education. Their appearance should be neat and in keeping with the particular activity at school.

The principal, staff, students and parents of each school, through the School Site Council, may establish reasonable regulations or codes regarding the dress of students at school and school-related activities. In the interest of maintaining the health and safety of the school environment at Laytonville High School, the dress code shall address gang-related attire and shall be reviewed at least annually.

A student may not remain at school or at a school-related activity if his/her attire, which includes clothing, accessories, jewelry, and exposed tattoos, or lack of attire:

- 1) violates this policy or related regulations/codes,
- 2) creates a health or safety hazard for the student or for other students at the school, and/or
- 3) constitutes a serious and unnecessary distraction to the learning process or tends to disrupt campus order.

The principal or the principal's designee shall determine whether a student's attire is consistent with the requirements of this policy and related regulations.

When attire is found to be in violation of this policy, the student may be required to modify his/her **attire** to conform to the requirements of this policy and related regulations. If necessary, the student may be taken or sent home to change or modify his/her attire.

Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever this policy or related regulations/codes are revised. A student who violates this policy or related regulations/codes shall be subject to appropriate disciplinary action.

Legal Reference:

EDUCATION CODE

48907 Student exercise of free expression

49066 Grades; effect of physical education apparel

CODE OF REGULATIONS, TITLE 5

302 pupils to be neat and clean on entering school

Policy adopted: January 14, 1993  
Revised: August 18, 2005, June 27, 2013

LAYTONVILLE USD  
Laytonville, California

**Dress****LAYTONVILLE HIGH SCHOOL****Dress Code**

All students will present themselves in an orderly manner conducive to the advancement of education. A student may not remain at school dressed in a manner in which his/her clothing or lack of clothing:

- a) Creates a safety hazard for the student or for other students at the school and/or
- b) Constitutes a serious and unnecessary distraction to the learning process or tends to disrupt campus order.

Inappropriate clothing includes the following:

- clothing and/or tattoos advertising or supporting the use of alcohol, tobacco or controlled substances
- clothing and/or tattoos displaying vulgar or offensive writing or symbols, or sexual references
- clothing that is revealing, excessively soiled or worn
- clothing that is identified as gang-related
- clothing that is not safe to the wearer or others

Revealing clothing includes displaying of any under garments including boxers, white sleeveless undershirts, bras, "thongs" and any other clothing item designed to be worn under clothes, including sheer leggings; cleavage and the torso of body must be entirely covered, this includes no wearing of backless shirts, strapless shirts and sports bras, the bottom of shirts must overlap top of pants, and excessively short skirts or shorts are not allowed. Shirts must be worn at all times including during PE and sports practice.

Gang related apparel and tattoos are defined as apparel and signs that, if worn or displayed on a school campus could reasonably be determined to threaten the health and safety of the school environment. Gang related tattoos must be covered by clothing or in some other appropriate fashion so as not to be exposed. Gang related apparel includes but is not limited to bandanas or "do rags", hair nets, the hanging of bandanas or belts displaying gang colors such as red, blue or black. Clothing, hats, belt buckles, jewelry or preparation of clothing that exhibits 13, 14, XIII, XIV, sureno, norteno, swastikas, nazi symbols, KKK or other organized hate group symbols will not be allowed.

The principal or designee shall make the determination if clothing or apparel (backpacks, etc) constitutes a threat to safety, campus order or is unduly distracting thereby disrupting the educational process. When dress is found to be in violation of this policy the student will be required to modify his/her clothing and/or apparel in such a manner that it no longer violates this policy. If necessary the student may be taken or sent home to modify unacceptable dress. Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards shall be subject to appropriate disciplinary action.

Adopted: August 18, 2005

Revised: June 27, 2013

Laytonville USD

Laytonville, California



## **BOARD DISCUSSION/ACTION ITEM L9**

Board Meeting Date: June 5, 2014

Subject: Annual Review of BP and AR 6145 – Extra and Cocurricular Activities

From: Joan Potter, Superintendent

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### Explanation:

Education Code Section 35160.5 calls for an annual review of the District's extracurricular policies. These are found in BP 6145 and AR 6145 which are attached. We revised BP 6145 in 2011 and have reviewed it annually since. AR 6145 was revised last year. Both of these policies remain pertinent to the program. School sites are making efforts to ensure that everyone is aware of and adhering to these policies.

### Recommendation:

Review BP and AR 6145

### Attachments:

BP and AR 6145

**Instruction**  
**Extracurricular and Cocurricular Activities**

**BP 6145**

The Governing Board of Laytonville Unified School District believes that a strong extra-curricular program offered by the district is extremely important in educating the whole student. Extracurricular activities offer students increased socialization, recognition, and the chance to work individually and collectively on meaningful goals. Extracurricular activities are inherently motivating, and form a natural and desirable part of the school experience.

The Board further believes that the main purpose of school is the fundamental education of students in basic subject areas, and believes that a good curricular program and extra-curricular program can mutually enhance one another.

An extra curricular activity has the following characteristics:

- 1) the program is supervised or funded by the school district
- 2) pupils participating in the program represent the school district
- 3) pupils exercise some degree of freedom in either the selection, planning, or control of the program
- 4) the program includes both preparation for performance and performance before an audience or spectators
- 5) the program is not part of the regular school curriculum

A cocurricular activity is defined as a program that may be associated with the curriculum in a regular classroom.

No extra or cocurricular activity shall be required or refused based on the student's gender, sexual orientation, ethnicity, religion or disability. Any complaint regarding this provision may be filed per the District's Uniform Complaint Procedures (BP 1312.5).

To be eligible for extra or cocurricular activities students in grades 6 through 12 must demonstrate satisfactory educational progress and maintain appropriate standards of behavior. Students who fail to maintain a minimum 2.0 GPA and satisfactory progress toward meeting their high school graduation requirements or who demonstrate poor citizenship will be subject to the loss of their extra and cocurricular privileges.

BP and AR 6145 shall be annually reviewed by the Governing Board.

**Legal Reference:**

Ed Code 35160.5 Authority to Governing Board; 48930 – 48938 Student Organizations; 51215 (D) Standards of Proficiency

Adopted: January 11, 1990  
Revised: 6/17/99; 5/15/03; 6/16/11  
Reviewed: 6/6/13, 6/5/14

Laytonville Unified School District



**Extra Curricular and Cocurricular Activities**

Participation in extra or cocurricular activities as defined in Board Policy 6145 requires satisfactory academic progress and good citizenship.

Academic Progress

Satisfactory academic progress means:

- 1) maintaining progress toward meeting all high school graduation requirements
- 2) earning a minimum 2.0 GPA on a 4.0 scale and passing all classes during the previous grading period
- 3) receiving a satisfactory eligibility report prior to an event or competition

High school graduation requirements refers to the credits required for graduation, examinations and attendance. A grading period is one quarter and the previous grading period refers to the quarter prior to the activity. If a student was absent during the previous quarter due to serious illness or injury, or approved travel or work, the quarter immediately prior to that one shall serve as the eligibility period.

Students may request and may be granted an academic probationary waiver once during middle school and once during high school.

Good Citizenship

Good citizenship means demonstrating a positive attitude, having respect for oneself, for others and for the community. The school will restrict or revoke a student's extracurricular eligibility if the student violates expected standards of behavior. In addition, students who violate Education Code 48900 (c) which deals with controlled substances such as alcohol and other drugs, or who violate other provisions of Education Code Section 48900 and receive a school suspension of five days, or who habitually disrupt school activities, will be restricted from extracurricular privileges as follows:

- Grades 6 – 8: Restriction for a period of 30 school days, including the five days of suspension, followed by 15 days of restriction from all activities and then a 10 day reintegration period during which time the student may return to the team or activity for practice, but not for competition; students who return to their activity are subject to the coach's discretion for their assignment.
- Grades 9 – 12: Restriction for a period of 45 school days, including the five days of suspension, followed by 30 days of restriction from all activities and then a 10 day reintegration period during which time the student may return to the team or activity for practice, but not for competition; students who return to their activity are subject to the coach's discretion for their assignment.
- Students will not participate in an extra or cocurricular event if:
  - 1) absent the day of an event (or the preceding day if the event is on a non-school day) unless the excused absence was for a doctor's appointment or funeral or the absence had received prior approval from the principal
  - 2) suspended from school during the day of the event
  - 3) assigned detentions or in-house suspensions are not completed prior to the event
  - 4) eligibility reports from teachers are marked unsatisfactory prior to the event

Other Training Rules and Behavioral Expectations

The principals, in collaboration with coaches, advisors and the Athletic and Activity Directors will develop procedures which provide consistent training and behavioral expectations for all activity participants. The procedures will address the issues of respect, teamwork, practices, rehearsals, attendance, behavior, progress reports, detentions and suspensions.

Adopted January 11, 1990   Revised 5/15/03, 6/16/11, 6/21/12   Laytonville Unified School District  
Reviewed 6/6/13, 6/5/14   Laytonville, CA



## **BOARD DISCUSSION/ACTION ITEM L10**

Board Meeting Date: June 5, 2014

Subject: Single School Plan for Student Achievement (SPSA) Review and Revision

From: Joan Potter, Superintendent

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### Explanation:

Each site has a Single School Plan for Student Achievement which is revised annually by the Site Council and approved by the Board. The SSPSA's for next year have been revised by staff and the Site Councils. Ms. Stange will review the LES Single School Plans for Student Achievement and Mr. Henry will review the LHS Single School Plan for Student Achievement for the Board.

### Recommendation:

Approve the LES and LHS Single School Plans for Student Achievement (the LES Plan includes the satellite schools).

### Attachments:

The LES Single School Plans for Student Achievement and the LHS Single School Plans for Student Achievement



## BOARD DISCUSSION/ACTION ITEM L11

Board Meeting Date: June 5, 2014  
Subject: Old High School Gym Demolition  
From: Joan Potter, Superintendent

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### Explanation:

LUSD put out a call for bids for the demolition of the old high school gym on March 21, 2014. By the deadline of March 28, 2014 the district received one bid for a “not to exceed” amount of \$168,645. The board did not award the bid at this time. Following the initial bid, the district was required to have an asbestos inspection to assure that all asbestos had been removed prior to demolition. The inspection determined that a small amount of asbestos was found in the mastic from the floor tiles of the lobby and the wall board of the lobby restrooms. Because the amount of asbestos is fairly insignificant it was determined that the asbestos removal could be completed at the same time as the demolition. The job was put out for bid again with proposals to include the asbestos removal. These bids were due on May 15, 2014. The District received the following bids:

Fortner Excavation	“Not to Exceed” \$168,645
Walberg, Inc.	\$163, 348

The bidding documents, which include the specific terms of the bid acceptance, are available for your review.

### Recommendation:

I recommend that the district award the bid to Walberg, Inc. and authorize the Superintendent to enter into a contract with Walberg, Inc. for \$163,348 pending the district’s ability to obtain a low interest loan to fund the project.

### Attachments:

Bids

Laytonville Unified School District  
June 5, 2014

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## **BOARD DISCUSSION/ACTION ITEM L12**

Board Meeting Date: June 5, 2014

Subject: BP 3513.3 for Tobacco-Free Schools, First Reading

From: Joan Potter, Superintendent

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### Explanation:

The State Superintendent, Tom Torlakson has urged school districts to revise their current Tobacco-Free Schools Policy to include the prohibition of Electronic Nicotine Delivery Systems, also known as E-Cigarettes. The Attached policy includes the recommended changes.

### Recommendation:

Review the proposed BP 3513.3 for Tobacco-Free Schools and bring back to the June 27<sup>th</sup> meeting for a second reading/approval.

### Attachments:

Current BP 3513.3

Proposed BP 3513.3

Laytonville Unified School District  
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## **Business and Noninstructional Operations**

### **Tobacco Use**

The Governing Board recognizes the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, and desires to provide a healthy environment for students and staff. (cf.4159/4259/4359 – Employee Assistance Programs) (cf. 5131.62 – Tobacco) (cf. 6142.8 – Comprehensive Health Education) (cf. 6143 – Courses of Study)

The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students and visitors at any instructional program, activity or athletic event.

Smoking or use of any tobacco related products and disposal of any tobacco related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)

#### Legal References:

##### Education Code

48900 Grounds for Suspension/Expulsion

48901 Prohibition against tobacco use by students

##### Health and Safety Code;

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention

104495 Prohibition of smoking and tobacco waste on playgrounds

##### Labor Code

6404.5 Occupational safety and health; use of tobacco products

##### United States Code, Title 20

6083 Nonsmoking policy for children's services

7111-7117 Safe and Drug Free Schools and Communities Act

##### PERB Rulings

Eureka Teachers Assn v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

Adopted: 6/28/12

LAYTONVILLE UNIFIED SCHOOL DISTRICT  
Laytonville California



## Business and Noninstructional Operations

### Tobacco Use

The Board of Trustees recognizes that the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, are inconsistent with its goal to provide a healthy environment for students and staff.

(cf. [3514](#) - Environmental Safety)

(cf. 4159/4259/4359 - Employee Assistance Programs)

(cf. [5030](#) - Student Wellness)

(cf. [5131.62](#) - Tobacco)

(cf. 5141.23 - Asthma Management)

(cf. [6142.8](#) - Comprehensive Health Education)

(cf. [6143](#) - Courses of Study)

The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles.

(Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students, volunteers and visitors at any school-sponsored instructional program, activity, extracurricular event, school sponsored activity or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy. However, this section does not prohibit the use or possession of prescription products, or other cessation aids such as nicotine patches or nicotine gum. Student use or possession of such products must conform to laws governing student use and possession of medications on school property.”

*(cf. 1330 - Use of School*

*Facilities) (cf. 1330.1 - Joint Use Agreements)*

The Governing Board prohibits the use of products containing tobacco and/or nicotine, including, but not limited to, smokeless tobacco, snuff, chew, clove cigarettes, and electronic nicotine delivery systems, such as electronic cigarettes, electronic hookahs, and other vapor emitting devices, with or without nicotine content, that mimic the use of tobacco products any time, in charter school or school district-owned or leased buildings, on school or district property, and in school or district vehicles.

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)

Legal Reference:

#### EDUCATION CODE

[48900](#) Grounds for suspension/expulsion

[48901](#) Prohibition against tobacco use by students

#### HEALTH AND SAFETY CODE

[39002](#) Control of air pollution from nonvehicular sources

[104350-104495](#) Tobacco use prevention, especially:

[104495](#) Prohibition of smoking and tobacco waste on playgrounds

119405 Unlawful to sell or furnish electronic cigarettes to minors

#### LABOR CODE

Laytonville Unified School District

June 5, 2014

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[3300](#) Employer, definition

[6304](#) Safe and healthful workplace

[6404.5](#) Occupational safety and health; use of tobacco products

UNITED STATES CODE, TITLE 20

[6083](#) Nonsmoking policy for children's services

7100-[7117](#) Safe and Drug Free Schools and Communities Act

CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

PERB RULINGS

Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

Management Resources:

WEB SITES

California Department of Education, Alcohol, Tobacco and Other Drug

Prevention: <http://www.cde.ca.gov/ls/he/at>

California Department of Education, Tobacco-Free School District Certification:

*<http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>*

*California Department of Public Health, Tobacco Control: <http://www.cdph.ca.gov/programs/tobacco>*

*Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>*

*U.S. Environmental Protection Agency: <http://www.epa.gov>*

Adopted: 06/26/2014

LAYTONVILLE UNIFIED SCHOOL DISTRICT

Laytonville California

## **BOARD DISCUSSION/ACTION ITEM L13**

Board Meeting Date: June 5, 2014  
Subject: Bleacher Retrofit  
From: Joan Potter, Superintendent

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### Explanation:

Due to a recent accident occurring on the metal bleachers at the football field, I feel that it is urgent that the district retrofit the bleachers to reduce the size of openings between railings, seating and foot boards. I will share with you cost estimates for completing the retrofit.

### Recommendation:

Approve funding for retrofitting metal bleachers at the football field

### Attachments:

Attachments- Estimate from Olenik fencing

Laytonville Unified School District  
June 5, 2014